



# CLARENCE FIRE DISTRICT NO. 1

10355 Main Street, P.O. Box 340, Clarence, NY 14031

Phone: (716) 759-8842 Fax: (716) 759-0641

## Board of Fire Commissioners

Nathan M. Work, Chairman  
Mark Heim, Vice-Chairman  
David Burke  
Brian Gaske  
Chad Hawes

## Treasurer

Andrew Hallnan

## Secretary

Kristi Mora

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Wednesday, April 10, 2024** at 18:30 hours. Chief Hanford led the Pledge of Allegiance.

### ROLL CALL:

Present: Commissioners Work, Gaske, Heim, Hawes & Burke. Treasurer Hallnan & Secretary Mora.

Guests: Chief Hanford, Asst Chief Ruth Rider-Work, Asst Chief Christian Rider-Work, Dave Metzger, Michael Canfield, Elizabeth Eyrick, & Dan Cummiskey.

### APPROVAL OF PRIOR MEETING MINUTES:

**MOTION** by HEIM, second by GASKE, to approve the March 11, 2024 regular meeting minutes with no corrections. All in favor, motion carried.

### BOARD OF DIRECTORS' REPORT: By Michael Canfield

1) Meeting exemptions were approved at member's request.

### SECRETARY'S REPORT:

- 1) In/Out Correspondence was reviewed.
- 2) 2023 LOSAP Annual Report Review – highlights were presented to Board.
- 3) 2024 Member Identification cards were placed in mailboxes for all current, active members.

### TREASURER'S REPORT:

**Commissioner Heim reviewed the bank statements and found all to be in good order.**

**Commissioner Work reviewed the Chief's vehicle reports for March and found all to be in order.**

**The Board of Fire Commissioners reviewed the credit card statements from February 20 to March 19, 2024 in the amount of \$23,101.77 and found all to be in good.**

Treasurer reports all claims against the District covered by checks #7429 - #7490 have been audited and found to be in order in the amount of \$315,971.00.

- 1) Tax receipts have been received and deposited in the amount of \$1,071,241.85.
- 2) AUD Update – Unassigned fund balance is reviewed with Board in comparison from last year's accounting. Recommended transfers to reserve accounts are discussed.
- 3) M&T Bank account follow-up - Name change account request has been submitted. Still working on getting cards issued for newly elected Commissioners Burke & Hawes.
- 4) Future District Financial Plan – A 25-year outlook budget has been created to budget for future apparatus purchases.
- 5) Audit with Jim Toner will be scheduled soon.

### CHIEF'S REPORT:

- 1) There were 36 total calls for the month of March as follows: 1 Fire, 26 Rescue/EMS, 1 Hazardous Condition, 1 Service, 1 Good Intent, & 6 False Alarms. Firefighter of the Month for March was Al Herrscher, Sr. Chief Hanford recognizes the increase in call attendance so far this year from 12.87 to 15.63 firefighters per call.

**CHIEF'S REPORT (CONT.):**

- 2) Drills for April and May are posted. Additional in-service drills will be added for the new SCBA's.
- 3) All firefighters have been fit tested for the new airpaks by Dival.
- 4) Chief Hanford recognizes crews that participated in recent events including the Clarence Town Park Easter Egg Hunt and Solar Eclipse standby.
- 5) The annual RecruitNY Open House will be held on-site on Sunday, April 14<sup>th</sup> from 11am-3pm.
- 6) 9-1 Ruth Rider-Work, 9-2 Christian Rider-Work, and C-1 Mackenzie Rider-Work will be out of town to attend FDIC. During their absence, Travis Griner, Jr will be acting 9-1 and Zach Braunscheidel will be acting 9-2.

**COMMISSIONER WORK:**

- 1) New traffic cones have been delivered.
- 2) Ladder Update – Shipping delays continue on required parts.
- 3) New Utility trailer is scheduled for delivery within two weeks. Plan to surplus old trailer is discussed.
- 4) ECFDOA Meeting Updates are shared with Board.
- 5) 150 Calls Challenge Coin template is presented for discussion.
- 6) Annual FASNY Convention will take place August 8-10, 2024 in Niagara Falls, NY with a request to display vintage firefighting equipment to honor New York State's firefighting legacy.
- 7) Ambulance Response is discussed due to recent repair recommendation and costs. The recommendation is to have Fire Control continue to screen and moderate dispatching CFD #1 mutual aid response requests based on our stated criteria.
- 8) Moratorium on Driver Training to continue.
- 9) Treasurer Hallnan announces that Brighton Fire Department is donating a Hazardous Material Identification kit to Clarence Fire District #1.

**COMMISSIONER HEIM:**

- 1) VFIS insurance policy renewal rates are discussed.

**COMMISSIONER GASKE:**

- 1) Amherst Alarm security system outline is expected to arrive this month.
- 2) Training room renovations are near completion and ready for use.
- 3) Network Services has been addressing internet service issues on-site with server upgrade recommendations.

**COMMISSIONER BURKE:**

- 1) 3 banquet room and pavilion requests will be introduced for approval.

**COMMISSIONER HAWES:**

- 1) Commissioner Hawes requests a work call to prepare and clean debris for the concrete pad installation.

**PUBLIC COMMENTS:**

Assistant Chief 9-1, Ruth Rider-Work shared some preliminary information with the Board regarding the possible radio tower project that Erie County & Motorola might be proposing in the future to resolve some ongoing radio issues. The project engineers from Motorola have been out to the property twice to check for feasibility and appropriateness.

Vice-President Liz Eyrick asked the Board to consider allowing the Fire Company to have access to the Red Alert software programming so the Company can better track years of service, as well as positions and offices held. She also reminded the district that the 50-year member plaque is full and a new one will be necessary. The

**PUBLIC COMMENTS (CONT.):**

Fire Company is also looking at some different storage solution options and considering replacing the aging tables and chairs in the banquet room. Request was made to honor John Pulli on the front signage on the day of his funeral, which is April 27th, 2024.

**OLD BUSINESS:**

**MOTION** by BURKE, second by WORK, to amend the motion of March 11, 2024 authorizing the purchase of a replacement refrigerator for the Assistant Chief's Office in the sum of \$500.00. The actual cost of the refrigerator was \$599.49; a difference of \$99.49. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to review the emergency repairs required on CFD #8 at Basil Ford Commercial Truck Service Center on March 15, 2024 in the sum of \$14,077.50. Said payment was made with Commissioner Work's district charge card. Said repairs include: LOF, NYSI, Exhaust manifold clamp, block heater plug, cooling system flush, replacement driver mirror, rear-differential service, dual-wheel tire rotation, transmission service, and long block engine replacement. All in favor, motion carried.

**MOTION** by HEIM, second by BURKE, to reimburse Commissioner Work the sum of \$13.40 for mileage accrued while attending the quarterly meeting of the Erie County Fire District Officers' Association (ECFDOA) at Cleveland-Hill Fire Department on March 20, 2024. Commissioner Work Abstains. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to resolve the invoice with Occustar Workplace Compliance (district's medical authority) in the sum of \$7,886.00 for the 2024 onsite physicals for active firefighters, as well as the March 16, 2024 OSHA training held at Clarence Fire District No.1. All in favor, motion carried.

**MOTION** by WORK, second by HAWES, to amend the motion of January 8, 2024 authorizing the expenditure of \$750.00 for the purchase of food and refreshments for the required OSHA training held at CFD No. 1 on Saturday, March 16th, 2024. The final cost of the meals for the 8-hour training day was \$1,014.49, which represents a difference of \$264.49. All in favor, motion carried.

**MOTION** by BURKE, second by GASKE, to resolve the invoice with United Uniform in the sum of \$70.50 for the purchase of American Flags and NYS Firefighter patches to be attached to the new EMS Jumpsuits. All in favor, motion carried.

**MOTION** by HAWES, second by BURKE, to resolve the invoice with Sewing Technology Uniform Inc in the sum of \$442.38 for sewing and alterations associated with the new EMS Jumpsuits, as well as some miscellaneous name bars and collar brass. All in favor, motion carried.

**MOTION** by BURKE, second by GASKE, to resolve the invoice with Nan Sewing & Alterations in the sum of \$120.00 for the sewing of patches on the new EMS Jumpsuits. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to resolve the invoice with APEX Automotive in the sum of \$216.82 for preventative maintenance performed on the 9-1 Chief Vehicle on March 12, 2024. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to reimburse David Burke the sum of \$406.74 for training and travel expenses accrued while attending the 16th Annual Pinsky Fire & EMS Law & Management Conference, April 4-7, 2024 in Verona, New York. Commissioner Burke Abstains. All in favor, motion carried.

**OLD BUSINESS (CONT.):**

**MOTION** by WORK, second by BURKE, to reimburse Mark Heim the sum of \$465.74 for training and travel expenses accrued while attending the 16th Annual Pinsky Fire & EMS Law & Management Conference, April 4-7, 2024 in Verona, New York. Commissioner Heim Abstains. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to reimburse Brian Gaske the sum of \$465.74 for training and travel expenses accrued while attending the 16th Annual Pinsky Fire & EMS Law & Management Conference, April 4-7, 2024 in Verona, New York. Commissioner Gaske Abstains. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to reimburse Jennifer Burke the sum of \$177.00 for training and travel expenses accrued while attending the 16th Annual Pinsky Fire & EMS Law & Management Conference, April 4-7, 2024 in Verona, New York. Commissioner Burke Abstains. All in favor, motion carried.

**MOTION** by HEIM, second by BURKE, to reimburse Nathan Work the sum of \$465.74 for training and travel expenses accrued while attending the 16th Annual Pinsky Fire & EMS Law & Management Conference, April 4-7, 2024 in Verona, New York. Commissioner Work Abstains. All in favor, motion carried.

**MOTION** by HEIM, second by HAWES, to reimburse Ruth Rider-Work the sum of \$236.00 for training and travel expenses accrued while attending the 16th Annual Pinsky Fire & EMS Law & Management Conference, April 4-7, 2024 in Verona, New York. Commissioner Work Abstains. All in favor, motion carried.

**NEW BUSINESS:**

**MOTION** by HEIM, second by BURKE, to pay bills, check # 7429-7490, in the sum of \$315,971.00 as reviewed, reconciled, and presented, by Treasurer Hallnan. All in favor, motion carried.

**MOTION** by HAWES, second by GASKE, to purchase a firefighter helmet identification shield for Active Life Member Doug Lash from Conway Shield at a cost not to exceed \$90.00. All in favor, motion carried.

**MOTION** by HEIM, second by HAWES, to purchase 20 x 18" Stop/Slow paddles for the Fire Police officers at a total cost not to exceed \$850.00. All in favor, motion carried.

**MOTION** by HEIM, second by BURKE, to authorize the expenditure of \$3,865.65 with Dival for the purchase of personally identifiable SCBA facepiece nameplates & regulator rocker for the new Scott SCBA Air-Paks. Of note, an additional quote was obtained and reviewed from Identifire (\$4,318.89). All in favor, motion carried.

**MOTION** by GASKE, second by HAWES, to authorize purchase of 5 new locker tags in the amount not to exceed \$250.00 for new members. All in favor, motion carried.

**MOTION** by BURKE, second by HAWES, to approve pavilion use request by Travis Griner, Jr. on June 30, 2024 from 10:30am-12:30pm for the Jason Arno Memorial Motorcycle Ride Registration. All in favor, motion carried.

**MOTION** by BURKE, second by HEIM, to approve banquet room request for Matt Meister on May 11, 2024 from 10am-4pm for a family party. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to authorize the Chief's Office to purchase new Scott SCBA masks, as well as the associated identification stickers, on an as needed basis and as new members join the department

from Dival Fire & EMS Supply at a cost not to exceed \$7,500.00. Said masks are on New York State Contract Pricing (Contract #PC69018). All in favor, motion carried.

**Board of Fire Commissioners Meeting**

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**April 10, 2024**

**NEW BUSINESS (CONT.):**

**MOTION** by HEIM, second by BURKE, to accept VFIS renewal insurance policy at a cost of \$37,659.74, the Accident and Sickness insurance for volunteers policy at a cost of \$1,742.00, and the VFIS Crime Insurance policy for \$507.00 from Emerling Floss Murphy & Associates. Commissioners Work, Burke, Hawes, Heim in favor. Commissioner Gaske not in favor. Motion carried.

**EXECUTIVE SESSION:**

**MOTION** by WORK, second by BURKE, to enter into executive session at 2019 hours to discuss matters pertaining to the medical history of a particular person or persons. All in favor, motion carried.

No actions were taken during executive session.

**MOTION** by WORK, second by BURKE, to return to regular session at 2040 hours. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to place Firefighter #24 on Medical Leave effective immediately, as requested and reviewed by the BOFC. All in favor, motion carried.

**GOOD OF THE DISTRICT:**

Commissioner Work is scheduled to attend the Board of Directors meeting on March 18, 2024.

The next Regular District Meeting will be held on a new date of Monday, May 20, 2024 at 6:30pm.

**MOTION** by WORK, second by BURKE, to adjourn the meeting at 2050 hours. All in favor, motion carried.

*All motions were unanimously carried unless otherwise noted.*

Attest,

Kristi Mora, District Secretary

cc: Chief, Commissioners, Day Room Bulletin Board, Website