



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, May 20, 2024** at 18:30 hours. Commissioner Burke led the Pledge of Allegiance.

ROLL CALL:

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

Guests: Chief Hanford, Dave Metzger, Jerry Roy.

APPROVAL OF PRIOR MEETING MINUTES:

MOTION by WORK, second by BURKE, to approve the April 10, 2024 regular meeting minutes with no corrections. All in favor, motion carried.

BOARD OF DIRECTORS' REPORT: (Absent; Written Report from Vice President Eyrick)

- 1) Alpine Software/Red Alert module request – Fire Company is seeking limited access in order to track more accurate membership records regarding positions held and years in service.
- 2) Improvements Requests for Existing Pantry/Storage including ceiling repair, lighting, and additional storage.
- 3) Life Member Stats request – Life members seek a report that shows requirement status year-to-date.

SECRETARY'S REPORT:

- 1) In/Out Correspondence was reviewed.

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 April and found all to be in order.

The Board of Fire Commissioners reviewed the credit card statements from March 20 to April 19, 2024 in the amount of \$5381.86 and found all to be in good.

Treasurer reports all claims against the District covered by checks #7491 - #7554 have been audited and found to be in order in the amount of \$190,531.94. Voided checks #7513 & 7517.

- 1) Income for the month is reported at \$19,488.03.
- 2) Allied Financial reports audit is still in progress.
- 3) Treasurer Hallnan reports an upcoming work trip from October 1-13th to the Board.

CHIEF'S REPORT:

- 1) There were 52 total calls for the month of April as follows: 2 Fire, 30 Rescue/EMS, 1 Service, 3 Good Intent, & 16 False Alarms. Firefighter of the Month for April was Dave Metzger.
- 2) Drills for May and June are posted.
- 3) All firefighters have completed mask fit tests for the new airpaks by Dival. No in-service training will be done until all labeling for the SCBA masks is completed.
- 4) EMS response has returned to normal protocol with ambulance first then Rescue 7.

CHIEF’S REPORT (CONT.):

- 5) Upcoming special events scheduled include the Memorial Day Service with parade to follow and Clarence Senior High School graduation EMS standby on Saturday, June 30 at 10am.
- 6) A joint hazmat drill with Brighton at Tonawanda Tower is scheduled for June 13th at 10am.

COMMISSIONER WORK:

- 1) Driver Training Moratorium is lifted.
- 2) 2025 Pinsky Law Conference will be held on March 27-30, 2025.
- 3) Amherst Alarm/Ambulance Mutual Aide Discussion – Chief will reach out to Lancaster Chief’s Association for resolution.
- 4) District Apparel Order – Coat Order for Commissioners, Chiefs, and Employees will be ordered.
- 5) Apparatus Request - Erie County Trailing Safety Class will be held on June 1, 2024 at the Hamburg Fairgrounds.
- 6) Update on Ladder Repairs –Inspection conducted and passed ladder test. It is now back in service.
- 7) UBMD Medical Director Invoices – Past due balances for pre-hospital Medical Direction services of Dr. Lynch are overdue due to lack of billing per our 5-year agreement with UBMD.
- 8) The 1933 Buffalo fire pumper truck will be on display at the upcoming FASNY convention in Niagara Falls, NY on August 8-10, 2024.
- 9) SR-1 &SR-2 Repair Issues – brake & choke issues were addressed.
- 10) New Heavy Rescue Update – Final Inspection is tentatively scheduled for the 2nd week in July.
- 11) Utility Truck Update - Seat Covers need to be ordered. An updated driver’s list will need to be discussed.
- 12) Life Member Request – Board discusses safety issues and liability concerns of a life member riding on apparatus for parades or other special events.

COMMISSIONER HEIM:

- 1) VFIS group term insurance policy renewal forms are requested from Secretary Mora.

COMMISSIONER GASKE:

- 1) Scope of security system project from Amherst Alarm is presented and discussed with the Board.
- 2) Clearing of back parking lot & gated area is planned for completion this summer.
- 3) Upgraded installation of buntings for future special events and holidays are planned.
- 4) Network Services quote for upgraded thin clients and server is presented for purchase.

COMMISSIONER BURKE:

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

COMMISSIONER HAWES:

No report.

PUBLIC COMMENTS:

Public comments were heard.

OLD BUSINESS:

MOTION by WORK, second by BURKE, to resolve the invoice with Woodcutters Headquarters in the sum of \$224.95 for emergency repairs required for chainsaws and chainsaw blades. All in favor, motion carried.

OLD BUSINESS:

MOTION by HAWES, second by BURKE, to authorize the expenditure of \$50.00 with the New York State DMV for the processing fee associated with the title request for the new 2024 - equipment trailer. All in favor, motion carried.

MOTION by BURKE, second by GASKE, to authorize the payment of \$427.26 to Metal Promo.com for the purchase of the 2023:150+ Call Club Challenge Coins, which will be used for recruitment and retention purposes. Said purchase was made with Commissioner Work's district credit card on 5/2/24. All in favor, motion carried.

MOTION by WORK, second by HAWES, to resolve the invoices with Cola-Cola Beverages Northeast in the total sum of \$904.32 for 96 x cases of bottled water delivered on 5/1/24 and 5/8/24. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize the necessary repairs to EMS Jumpsuits at Hardee Brothers Dry Cleaning at cost of \$90.00. All in favor, motion carried.

The Fire District entered into a 5-year agreement with UBMD on November 8, 2021 for pre-hospital Medical Direction services of Dr. Joshua Lynch at a rate of \$2,000.00 per year, divided into two equal installments. This is a contract that the BOFC reviews and authorizes annually at its organizational meeting. Other than the first initial bill, the Fire District did not receive any subsequent bills or invoices per this contract. After reviewing their accounts, UBMD is requesting back payment for the second payment in 2022 and both payments from 2023 in the total sum of \$3,000.00. The district has requested timely invoices/bills from UBMD going forward and confirmed that UBMD has current contact information and addresses on file. **MOTION** by WORK, second by HAWES, to resolve the outstanding balance with UBMD in the sum of \$3,000.00. All in favor, motion carried.

NEW BUSINESS:

MOTION by HEIM, second by HAWES, to pay bills, checks number 7491 - 7554 in the sum of \$190,531.94 as reviewed, presented, and audited by Treasurer Hallnan. Commissioner Work abstains. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize the purchase of fire district apparel for the Board of Fire Commissioners, Fire District employees and Fire Chiefs from Madhouz apparel at a cost not to exceed \$1,150.00. All in favor, motion carried.

MOTION by HEIM, second by GASKE, to authorize the attendance and associated travel expenses of any interested commissioner, fire chief, and district employee at the upcoming FASNY Convention, which is being held in Niagara Falls August 8-10, 2024. All in favor, motion carried.

MOTION by HAWES, second by HEIM, to purchase 10 x eyeglass kits for the new Scott SCBA masks from Dival in the sum of \$1,350.00. Said kits are required for any firefighter who has corrective lenses. All in favor, motion carried.

MOTION by GASKE second by BURKE, to authorize the affected firefighters to purchase the necessary corrective lenses for their Scott SCBA mask and to be reimbursed any necessary and appropriate out-of-pocket expenses, which will be reviewed and audited at the next subsequent Board of Fire Commissioner Meeting. All in favor, motion carried.

NEW BUSINESS (CONT.):

MOTION by HAWES, second by HEIM, to purchase 15 x PGI BarriAire Particulate Barrier firefighting hoods from Dival in the sum of \$1,935.00. All in favor, motion carried.

MOTION by BURKE, second by HEIM, to purchase firefighting boots from Witmer Public Safety Group in the sum of \$1,183.89. All in favor, motion carried.

MOTION by WORK, second by BURKE, to purchase 14 x Leatherman 8-in-1 Multi-tools for Emergency Medical Technicians (EMT's) to add to their EMS bags and kits at a cost not to exceed \$1,350.00. All in favor, motion carried.

MOTION by BURKE, second by WORK, to purchase 21 x Vanguard firefighting gloves from Dival in the sum of \$1,890.00. All in favor, motion carried.

MOTION by HAWES, second by BURKE, to purchase 600' of webbing from Witmer Public Safety Group in the sum of \$235.00. All in favor, motion carried.

MOTION by WORK, second by HEIM, to authorize the expenditure of up to \$1,600.00 for the purchase of EMS Disposable Supplies from Bound Tree Medical Supplies. All in favor, motion carried.

MOTION by HAWES, second by BURKE, to authorize the Fire Chief to order and outfit any and all non-probationary active firefighters with a Class B uniform, i.e. individualized polo shirt, duty pants, duty belt, & boots, to be ordered and sourced from United Uniform as soon as firefighters become eligible with all expenditures to be reviewed at the next Board of Fire Commissioner meeting. All in favor, motion carried.

MOTION by WORK, second by HAWES, to purchase a set of TigerTough protective seat covers for the new Utility Truck #4 from 10-75 Emergency Vehicles at a cost not to exceed 1,500.00. All in favor, motion carried.

MOTION by WORK, second by BURKE, to reimburse Mark Heim in the sum of \$32.83 for mileage while conducting fire district business. Commissioner Heim abstains. All in favor, motion carried.

MOTION by GASKE, second by HEIM, to pay Network Services in the amount of \$11,337.61 for Dell PowerEdge R450 Rack Mount Server. All in favor, motion carried.

MOTION by GASKE, second by HAWES, to pay Network Services in the amount of \$9,350.00 for the purchase of 10 Dell Optiplex Thin Clients. All in favor, motion carried.

MOTION by BURKE, second by WORK, to approve banquet room and pavilion request for Quinten Burke on August 17, 2024 from 8am-12a for a stag. All in favor, motion carried.

MOTION by BURKE, second by GASKE, to approve pavilion request for Brett Hanford on June 1, 2024 from 12-8pm for a graduation party. All in favor, motion carried.

MOTION by BURKE, second by HEIM, to approve banquet room and pavilion request for Michael Forster on July 28, 2024 from 2-10pm for a family party. All in favor, motion carried.

GOOD OF THE DISTRICT:

Commissioner Heim is scheduled to attend the Board of Directors meeting on June 17, 2024.
The next Regular District Meeting will be held on Monday, June 10, 2024 at 6:30pm.

MOTION by WORK, second by GASKE, to adjourn the meeting at 2001 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