

Clarence Fire District No. 1
Board of Fire Commissioners Monthly Meeting
10355 Main St., Clarence, NY 14031
Monday, August 11, 2025, 6:30 PM

1. **CALL TO ORDER AND PLEDGE TO THE FLAG** – led by _____
2. **ROLL CALL**
3. **APPROVAL OF PRIOR MEETING MINUTES**
07/14/25 Regular Board Meeting Minutes
4. **BOARD OF DIRECTORS/PRESIDENT REPORT**
5. **SECRETARY’S REPORT**
 - 5.1 In/ Out Correspondence
 - 5.2 Alpine/Red Alert Software Update
6. **TREASURER’S REPORT**
 - 6.1 Bank Statements Reports Review (Commissioner Heim)
 - 6.2 Chief Vehicle Reports - Review (Commissioner Work)
 - 6.3 Credit Card Statement – BOFC Review from 6/20/2025 to 7/19/2025 in the sum of \$0. Commissioner Gaske has reimbursed the fire district \$24.63 for personal expenses accidentally charged on the district credit card.
 - 6.4 Pay Bills, check #8161 – 8196 in the amount of \$62,864.60
 - Paid Electronically - \$2,729.40
 - Voided Check – 8174, 8176
 - 6.5 Income for the Month was \$7,182.57
 - 6.6 2% Foreign Fire Tax was received on 7/3/25. Disbursement check was written to the fire company. Will need a motion to release those funds.
 - 5.8 Draft version of the Audit from Allied Financial has been emailed to the board for their review.
 - 5.9 Checks below were reissued as per discussion from previous meeting:

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount</u>	<u>Item</u>
7463	3 /29/24	Mackenzie Rider-Work	\$120.00	Cell Phone
7729	9/23/24	Zach Braunscheidel	\$120.00	Cell Phone
7847	12/14/24	Mackenzie Rider-Work	\$120.00	Cell Phone
7982	3/30/25	David Burke Jr.	\$150.00	Cell Phone
8033	4/21/25	Chad Hawes	\$13.86	Mileage Reim

7. CHIEF'S REPORT

- 7.1 Monthly Calls & Firefighter of the Month Review
- 7.2 Drill Schedule Update

8. COMMISSIONER WORK

- 8.1 Update to Driver/Operator List - Heavy Rescue
- 8.2 Emergency Repairs to Ladder 6
- 8.3 NYS DMV Title Requests
- 8.4 Mail & Parcel Handling Policy
- 8.5 2025 FASNY Convention

9. COMMISSIONER HEIM**10. COMMISSIONER GASKE****11. COMMISSIONER BURKE****12. COMMISSIONER HAWES****13. PUBLIC COMMENTS****14. OLD BUSINESS**

- 14.1 Firefighter Request for Non-Active Life Status
- 14.2 APEX Automotive - Repairs to Chief Response Vehicles
- 14.3 Ladder Repairs @ Penn Power Systems
- 14.4 Class A Uniform

15. NEW BUSINESS

- 15.1 Surplus/Excise HazMat Equipment
- 15.2 Adopt Mail & Parcel Handling Policy

16. EXECUTIVE SESSION

MOTION by _____, second by _____, to enter into executive session at _____ hours to discuss the medical history of a particular person or persons.

17. GOOD OF THE DISTRICT

- 16.1 Commissioner Work to attend the Board of Directors meeting on 8/18/25.
- 16.2 Next Regular District Meeting on 09/8/25 at 6:30 pm.

18. MOTION TO ADJOURN - Maker _____, Second _____, Time _____

Cc: BOFC, District Bulletin Board, Mailroom, Website