

**EAST CLINTON FIRE DISTRICT**

**COMMISSIONERS**

May 12, 2017

Regular Meeting

7: 30 p.m.

**COMMISSIONERS:**

STEPHANIE BONK

STEPHEN FORSCHLER

KEVIN RUSSELL

ROBERT TRZCINSKI

ARTHUR WEILAND

MARY MOLLOY – TREASURER

JAMES PASSIKOFF – ACCOUNTANT left at 8:52

MARYANN THOMPSETT – SECRETARY

Steve Forschler explains to public process of review of Vouchers and Financials.

**CORRESPONDENCE:**

**Thomas O. Miller**

**RBC**

**MINUTES:**

Motion to accept April 12, 2017 meeting minutes as amended by Bob, seconded by Kevin;

- Art Weiland                      Aye
- Kevin Russell                      Aye
- Robert Trzcinski                      Aye
- Stephanie Bonk                      Aye
- Stephen Forschler                      Aye

**FINANCIAL:**

**Jim Passikoff presents the financial report, and states that he has extended the equity.**

**Discussion on financial report.**

**Discussion on March abstract and posting on financials.**

**March abstract and provided financial report do not match. Passikoff will look into matter.**

**Motion to accept reconciliation on checking, balance sheet and only gross expense total on Profit and Loss report by Bob and seconded by Stephanie;**

Art Weiland	Aye
Kevin Russell	Aye
Robert Trzcinski	Aye
Stephanie Bonk	Aye
Stephen Forschler	Aye

**Question on Construction in Progress line item in Financial Report.**

**Motion to pay vouchers 1874, 1893, 1894, 1896, 1899, 1900 per Revised April abstract by Stephanie, seconded by Kevin**

Art Weiland	Aye
Kevin Russell	Aye
Robert Trzcinski	Aye
Stephanie Bonk	Aye
Stephen Forschler	Aye

Motion to pay bills per May abstract excluding voucher 1926 to Granger, not authorized to purchase catalogue, in the amount of \$157.95 by Stephanie, seconded by Kevin;

Art Weiland                      Aye

Kevin Russell                      Aye

Robert Trzcinski                      Aye

Stephanie Bonk                      Aye

Stephen Forschler                      Aye

Motion to authorize shredder, return address stamp, checks for printer and office supplies for up to \$500.00 by Stephanie, seconded by Bob;

Art Weiland                      Aye

Kevin Russell                      Aye

Robert Trzcinski                      Aye

Stephanie Bonk                      Aye

Stephen Forschler                      Aye

Motion to authorize Passikoff to speak to Mr. Eglit in regards to Independent Audit by Stephanie, seconded by Bob;

Art Weiland                      Aye

Kevin Russell                      Aye

Robert Trzcinski                      Aye

Stephanie Bonk                      Aye

Stephen Forschler                      Aye

Steve will answer Eglit questionnaire.

Stephanie will provide the insurance documentation.

Mary to submit voucher for mileage.

**DEPARTMENT:**            5 Calls            5 mos                            26 ytd

5 ECFD Firefighters are being trained for bail out training. They will in turn train company members.

Hose test has been completed

Certification and inspections of vehicles has been completed

ECFD has lost 25 feet of hose. Will purchase lost hose from MES.

Motion to purchase 500 feet of hose from MES by Stephanie, seconded by Kevin;

Art Weiland                    Aye

Kevin Russell                Aye

Robert Trzcinski            Aye

Stephanie Bonk              Aye

Stephen Forschler          Aye

Discussion on PPE for EMTs.

Motion to purchase PPE for EMT's from MES in the amount of \$4,600 per quote of QT1089575 by Art, seconded by Bob;

Art Weiland                    Aye

Kevin Russell                Aye

Robert Trzcinski            Aye

Stephanie Bonk              Aye

Stephen Forschler          Aye

Discussion on SCBA face masks;

New vehicle will be coming in a couple of weeks;

Fuel system at Town is in effect on Monday and training on use will be held;

NIPPERS are up to date;

ISO called for insurance rating – rating will be dropped by one (1) full point;

Stephanie and Tim put in an application to review ISO rating. This will reduce the taxes;

Work detail will be held on 5/16 on dry hydrant on Jameson Hill Road next dry hydrant will be placed on Heritage Road

Lieutenants will document all other water sources and place on Spotted Dog;

Nichols Oxygen is now Premier;

Discussion on contract for Town of Washington fire protection area.

Steve will contact attorney on VFBL, whether there is coverage, since there is no contract as of yet.

**FIRE POLICE** – Randy Martin - n/a

**RESCUE:**

Stephen Forschler      Calls      10 mos      37 ytd

Ambulance has had electrical issues. Electricity on that side of building has issues creating a surge. Drivers will be trained to remove key and not place in pocket.

Bob will research the electrical issue.

Discussion the April 26 Town Hall meeting given by Dana Smith. There is a link on website;

Rescue fly car has died. Steve will empty.

**SUPPORT - Maryann Thompsett**

Refrigerator presently in Rehab Vehicle is functioning fine. Issue was with off/on shore switch. Not necessary to purchase new refrigerator.

**MEMBERSHIP - N/A**

5 members have completed 1 year membership the will need Class A Uniforms;

Vouchers will be signed by authorized individual and directed to go to 911 Uniforms;

Brochures will be sent to recruit new membership;

Motion to go to executive session by Stephanie, seconded by Bob at 9:30 pm to discuss personnel issues.

Motion to return to regular session by Stephanie, seconded by Kevin at 9:32;

Art Weiland                      Aye

Kevin Russell                      Aye

Robert Trzcinski                      Aye

Stephanie Bonk                      Aye

Stephen Forschler                      Aye

A member was entitled to 5 pts per month due to workers comp.

Motion for Maryann to send minutes to Penflex to correct 2017 annual report with reference to this individual by Bob, seconded by Kevin;

Art Weiland	Aye
Kevin Russell	Aye
Robert Trzcinski	Aye
Stephanie Bonk	Abstain
Stephen Forschler	Aye

Motion to pay the Treasurer the total of \$10,000 salary for Jan, Feb and Mar 2017 by Bob, seconded by Art;

Art Weiland	Aye
Kevin Russell	Aye
Robert Trzcinski	Aye
Stephanie Bonk	Aye
Stephen Forschler	Aye

Stephanie will contact Paychex

OLD BUSINESS:

Town of Washington contract. Steve will contact Dave Garwood;  
Boiler – contract was signed and check for down payment signed;

Approximate date June 5, 2017 for installation

Discussion on admittance to building

Discussion on remainder balance payment for boiler

Steve, per Dave Garwood, states that no Permissive Referendum needed if paid from Equipment Repair Fund - Need to payback within 5 years.

Website - Discussion - Commissioners need ability to sign into company website to review. Bob feels commissioners need to be able to access company website for monitoring. Steve will contact Dave Garwood.

A computer back up should be kept off site. Passikoff has backup;

Monthly backup of computers should be maintained;

Surety Bond has been completed with insurance company;

Discussion on Secretary laptop;

Motion to purchase PC, brick and USB stick not to exceed \$1,200.00 for Secretary by Stephanie, seconded by Art;

Art Weiland                      Aye

Kevin Russell                      Aye

Robert Trzcinski                      Aye

Stephanie Bonk                      Aye

Stephen Forschler                      Aye

Architect -

Letter received from O'Leary and Dyson in 2004 – discussion on Bid originality. Stephanie will call Mike McCormack –

NEW BUSINESS:

Penflex and RBC will have workshop with district, company and public.

Roster - will be updated

EVOC – Stephanie called insurance company.

Inter-municipal Agreement (use of gas pump) was signed upon Town of Clinton agreement to prorate the expenses.

Municipal Innovation Summit Grant – Bob states that there are new methodologies.



Bob seeks cooperation and collaboration with West Clinton – discussion on subject.

Decision to Table Municipal Innovation Summit Grant Application - due to it being too close to deadline date;

Discussion on Blue Bird –

obligation for payment of Matt’s Auto voucher by the District.

Motion to pay Matt’s Auto voucher in the amount of \$2,115. by Stephanie, seconded by Kevin.

Art Weiland                      Aye

Kevin Russell                      Aye

Robert Trzcinski                      Aye

Stephanie Bonk                      Aye

Stephen Forschler                      Aye

PUBLIC:

MOTION TO ADJOURN 10:23 p.m. by Stephanie, seconded by Bob;

- Art Weiland                      Aye

- Kevin Russell                      Aye

- Robert Trzcinski                      Aye

- Stephanie Bonk                      Aye

- Stephen Forschler                      Aye