

ORGANIZATIONAL MEETING MINUTES

EAST CLINTON FIRE DISTRICT

JANUARY 10, 2017

TREASURER Macy Sherow called meeting to order at 7:30 pm

ATTENDEES:

Commissioners:

Stephanie Bonk, Stephen Forschler, Kevin Russell, Robert Trzcinski and Arthur Weiland,

Chief: N/A

Secretary: Maryann Thompsett

Election of Commissioner to 5-year term: Commissioner Robert Trzcinski
(Oath administered on January 6 , 2017).

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to nominate Macy Sherow as Temporary Chair of the Fire District.

Motion: Commissioner : Stephen Forschler

2nd: Commissioner: Robert Trzcinski

Poll of Commissioners:

Stephanie Bonk Aye

Art Weiland Aye

Stephen Forschler Aye

Kevin Russell Aye

Robert Trzcinski Aye

Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to nominate Stephen Forschler as the 2017 Chairman of the District Fire Commissioners.

Motion: Commissioner :Art Weiland

2nd: Commissioner : Robert Trzcinski

Poll of Commissioners:

Art Weiland: Aye

Stephen Forschler: Aye

Kevin Russell: Aye

Stephanie Bonk: Aye

Robert Trzcinski: Aye

Motion Carried

Upon Motion made, seconded and discussion held the following resolution was placed on table: be it resolved to appoint Maryann Thompsett as the 2017 Secretary of the Fire District.

Motion: Commissioner: Stephanie Bonk

2nd: Commissioner Kevin Russell

Upon Motion made, seconded and discussion held the following resolution was placed on table: be it resolved to appoint Karen Deuchele as the 2017 Secretary of the Fire District.

Motion: Commissioner: Arthur Weiland

2nd: Commissioner Robert Trzcinski

Poll of Commissioners:

Art Weiland:	Aye	Karen Buechele
Stephen Forschler:	Aye	Maryann Thompsett
Kevin Russell:	Aye	Maryann Thompsett
Robert Trzcinski	Aye	Karen Buechele
Stephanie Bonk:	Aye	Maryann Thompsett

Motion Carried: for Maryann Thompsett to be appointed Secretary for 2017

Motion to go into Executive Session to discuss personnel salary.

After executive session

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to pay the Secretary a salary of \$20,000.00 as per the 2017 budget.

Motion: Stephanie Bonk

2nd; Commissioner Kevin Russell

Poll of Commissioners:

Art Wieland: Nay
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski: Nay
Stephanie Bonk: Aye
Motion Carried

**Nomination of Kevin Russell for Vice Chair by Robert Trzcinski, seconded by Arthur Weiland.
Kevin Declines**

Nomination of Stephanie Bonk for Vice Chair by Kevin Russell, seconded by Stephen Forschler.

Poll of Commissioners:

Art Wieland: Nay
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski: Nay
Stephanie Bonk: Aye

Motion Carried for Stephanie Bonk to be Vice Chair of the 2017 District of Fire Commissioners

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint Pinsky Law Group, PLLC, Dave Garwood/Bradley Pinsky, as the attorneys for the Fire District

Motion by Stephanie Bonk

2nd; Commissioner: Kevin Russell

Poll of Commissioners:

Art Wieland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to designate the Poughkeepsie Journal as the official newspaper of the District.

Motion: Commissioner Stephanie Bonk

2nd; Commissioner Art Weiland

To be posted elsewhere and also, on the board in front of firehouse.

Poll of Commissioners:

Art Wieland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to utilize The Bank of Millbrook as the official bank for the District.

Motion: Commissioner: Stephanie Bonk

2nd; Commissioner: Arthur Weiland

Poll of Commissioners:

Art Wieland; Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to designate with the authority to sign : and to designate with the authority to audit the checks and financial records of the fire district: Commissioners, Stephen Forschler, Robert Trzcinski and Arthur Wieland.

Motion: Commissioner : Arthur Weiland

2nd: Commissioner: **Robert Trzcinski**

Poll of Commissioners:

Art Wieland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to set the Commissioners' Board Meeting dates at the following dates, time and places: The Wednesday following the second Monday of each month at 7:30 PM, at the East Clinton Fire Station.

2017 SCHEDULE OF MEETING DATES:

January	10	
January	24	– Special Meeting
February	15	
March	15	
April	12	
May	10	
June	14	
July	12	
August	16	
September	13	
October	11	\\
October	17	Budget Hearing
November	13	deadline for petition
November	15	
December	12	Election
December	13	

Steve Forschler to place on Town of Clinton website

Motion: Commissioner Steve Forschler **2nd:** Commissioner Kevin Russell

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to approve Memberships and Dues to the following associations:

- NYS Association of Fire Chiefs
- Association of Fire Districts
- Fire Chiefs Council of Dutchess County
- FASNY
- NYALGRO
- ASSOCIATION OF FIRE DISTRICT OF NEW YORK STATE

Discussion on Association of Fire Districts of New York State.

Motion: Commissioner Arthur Weiland **2nd:** Commissioner Robert Trzcinski

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski: Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to approve authorization for the Treasurer to submit the 2016 Annual Treasurer's report to the Comptroller's office by 2/28/17.

Motion: Commissioner Robert Trzcinski **2nd Commissioner Arthur Weiland**

Poll of Commissioners:

Art Weiland: abstain
Stephen Forschler: abstain
Kevin Russell: abstain
Robert Trzcinski: abstain
Stephanie Bonk: abstain
Motion Tabled

Motion to accept the Revised Policy dated December 27, 2017 with changes to asset in capitalization policy and pagination by Stephanie, seconded by Arthur Trzcinski.

Poll of Commissioners:

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

Discussion on treasurer's policy

Motion to go into Executive Session to discuss personnel at 8:18 by Stephanie, seconded by Arthur Weilsnd

Poll of Commissioners:

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

Return from Executive Session at: 8:43 p.m.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to approve authorization for Maryann Thompsett to submit the 2016 Annual Treasurer's report to the Comptroller's office by 2/28/17 at the rate of \$25.00 for 30 hours.

Motion: Commissioner Stephanie Bonk

2nd Commissioner Kevin Russell

Poll of Commissioners:

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

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to approve the renewal of Commissioners and Treasurer's bonds with District Insurance Company:

Motion: Commissioner Stephanie Bonk

2nd: Commissioner Arthur Weiland

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to approve the website domain name of EastClintonFD.com:

Motion: Stephanie Bonk

2nd Commissioner Robert Trzcinski

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint Committees as follows:

House Committee: Stephen Forschler, Stephanie Bonk, Kevin Russell, Arthur Weiland and Robert Trzcinski

Check Audit Committee: Art Weiland, Stephen Forschler and Robert Trzcinski

Records Retention: Stephen Forschler, Stephanie Bonk, and Robert Trzcinski

Apparatus Committee: Kevin Russell, Robert Trzcinski

Policy Committee: Stephanie Bonk, and Stephen Forschler

Election: Secretary – Maryann Thompsett

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to accept all Committee Members as listed above, subject to change as needed:

Motion: Commissioner : Stephanie Bonk 2nd: Commissioner : Kevin Russell

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell : Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to approve and continue all of the previous policies that were in effect for the fire district to continue through 2017. Include change of election, Capital Assets, Good Samaritan.

Discussion – Russ Bonk explains moving elections to April.

Motion: Commissioner Steve Forschler 2nd: Commissioner Russ Bonk

Poll of Commissioners:

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

Upon Motion made, seconded and discussion held, the following resolution was approved: be it resolved to set the mileage rate for approved travel as the rate set by the Internal Revenue Service for 2017 and the travel allowances established by IRS Regulation 1542.

Motion: Commissioner Arthur Weiland 2nd: Commissioner Stephanie Bonk
Discussion on mileage – Motion withdrawn

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to establish a petty cash fund for \$100.00:

Motion: Commissioner Stephanie Bonk 2nd: Commissioner Robert Trzcinski

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to permit the treasurer to pay in advance of audit, the following: lights & utilities, postage & freight, bond payments, re-occurring salaries, phone charges, health insurance and any other bills that will incur finance charges.

Motion: Commissioner **Stephanie Bonk**

2nd: Commissioner Robert Trzcinski

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Motion to hold a special meeting for approval of financial reports, review of vouchers and payment of bills by Stephen Forschler, seconded by Robert Trzcinski.

Poll of Commissioners:

Art Weiland: Aye
Stephen Forschler: Aye
Kevin Russell: Aye
Robert Trzcinski Aye
Stephanie Bonk: Aye
Motion Carried

Motion to adjourn meeting at 9:02 p.m.

Motion: Commissioner Steve Forschler

2nd: Commissioner Stephanie Bonk

Poll of Commissioners: Aye

Art Weiland: Aye
Stephen Forschler: Aye
Robert Trzcinski Aye
Kevin Russell Aye
Stephanie Bonk: Aye
Motion Carried