

The regular monthly meeting of the Board of Fire Commissioners of the Belgium Cold Springs Fire District was called to order at 7:00 P.M. on June 21, 2023 by Chairperson, K. Thompson.

Pledge to the Flag.

Present: K. Thompson, M. Chura, D. Rafkis, M. Malone, C. LaPrease, W. Dwyer, A. Speech, J. Root, C. Curtis, M. Evans, B. Raymond-LaPrease, Janelle Melchior, T. Eckel, Pac B

M. Malone made the motion to approve the minutes of the May 17, 2023 monthly meeting minutes and M. Chura seconded the motion. Carried. C. LaPrease made the motion to approve the minutes of the May 23, 2023 special meeting and M. Malone seconded the motion. Carried.

<u>Treasurer's Report:</u>	Checking	145,752.27
	Savings	1,375,848.89
	Payroll account	96,814.01
	Capital Imp. Reserve	807,159.69
	Apparatus Reserve	784,672.44
	Cont. Tax. Stab. Res.	43,030.65
	Equipment Reserve	282,598.66
	Vouchers	74,709.69
	CODES Checking	2,367.77
	CODES Savings	23,657.59
	CODES bequests	61,607.62
	Vouchers	826.61

W. Dwyer reviewed the treasurer's report. Reviewed the confidential service awards report provided to the board. The audit report was received and a video meeting was held with the auditor, treasurer and budget committee. There are no material weaknesses in the audit and it is considered a clean report. K. Thompson made the motion to accept the auditor's report and M. Malone seconded the motion. Carried. M. Malone made the motion to allow the treasurer to make the service awards payments from the money market fund prior to receiving the funds from Omega and K. Thompson seconded the motion. Carried. C. LaPrease made the motion to approve the treasurer's report and M. Malone seconded the motion. Carried. M. Chura made the motion to approve the vouchers as audited and M. Malone seconded the motion. Carried. M. Chura will be the commissioner to review bank statements this month.

Correspondence:

- A notice was received from Excellus regarding a proposed rate change up to 8.10%
- A certified letter was sent to Shaffer Building Services to void the contract for the roof. A response was received explaining that materials have been delayed since COVID, but they do understand our stance and they look forward to doing business with us in the future.

Chief's Report:

J. Root:

1. Communications:
 - Nothing new to report with regard to the 4 vehicle chargers that did not come in, or the quote on new radio batteries.
2. Apparatus:
 - Second Chief's vehicle has not yet arrived but still expected in June.
3. Special Events:
 - None to report this month. C. LaPrease commented that there is the Anheuser Busch Anniversary event. Discussion. The board has no issue with sending a truck to this event.
4. Stations:

- Architect visited on Thursday May 25th to meet and discuss the proposal to install the shower addition at station 2. A proposal for architectural design services was provided and forwarded to the commissioners for approval on June 14.

5. Staffing:

- Chiefs began taking duty nights in May to ensure a chief responds to alarms during the overnights. The chiefs will meet again during the week of June 26 to discuss continuing this concept.
- New employee orientation will take place for the part time firefighter/EMT's at the end of the week. The plan is to begin staffing Monday thru Friday, 10-hour days starting Monday June 26. There will be 2 Firefighter/EMTs scheduled per day.
- The newly hired Firefighter/EMT's will be assigned to station 1.
- Daily duties and responsibilities have been posted in the station for the new hires.

Discussion regarding the architect contract. J. Root spoke with architect and it is estimated 10 hours will be needed. The proposal will need to give the estimate, a timeline and change to the district. C. Laprease made the motion to approve up to \$2000 for architect when the changes discussed are made and M. Malone seconded the motion. Carried.

J. Corcoran: no report

M. Speach: no report

Committee Reports

Building & Facilities:

- A. Speach reported on the roof project and the letter to Shaffer in correspondence.

New Truck Committee: M. Chura reported that there is nothing new to report.

Lysander Public Safety: K. Thompson reported that the meeting was June 20th. There will be no meetings in July and August. There is a town wide training plan for September 30th. There is still an opening for a chair of the tri county water task force.

Budget & Finance: K. Thompson reviewed the 2024 Budget Timeline. The budget committee will be meeting soon. K. Thompson will contact the Executive board and the chief for their budget requests. Each committee will also need to take a look forward and determine what their needs may be.

IT Committee: D. Rafkis reported that she worked with Chiefs Root and Speach and the 911 center to get the MDTs working.

Personnel: K. Thompson reported that a virtual meeting was held with Paychex to discuss and Time & Attendance program. The cost is estimated to be \$600 a year with a \$300 set up fee. Discussion regarding the fees. The fees need clarification. K. Thompson made the motion to proceed with the program upon clarification of the fees with a final recommendation from the treasurer, chair and the chief with notification to be made to the rest of the board for approval and C. LaPrease seconded the motion. Carried.

Truck Maintenance: J. Root reported that there are a couple items for T2 that we are waiting for parts for. S2 will be back tomorrow. Portable lights have been added to E21. We will be getting a quote for the lights, the vendor has had problems getting pricing from their vendor. It was reported that there is a problem with the air conditioning on E21.

Building Maintenance: M. Malone reported that he has 2 quotes for the sealing and striping and is waiting for a third. C. LaPrease reported that the air conditioning at Station #1 is fixed.

Steering Committee: K. Thompson reported that it was agreed by the committee to put the steering committee meetings on hold for the summer.

Fire Prevention: C. LaPrease previously reported on the Anheuser Busch anniversary event.

Old Business:

- Policy review- nothing at this time.
- Chief Root previously provided a revision to SOG 03-017 –Tabled. J. Root wants input from the other Chief's and Officers, we may be looking at a different proposal.
- The Bylaws Committee has asked for consideration in making changes to the officer qualifications policy concerning the timeframe to meet the qualifications. K. Thompson reported that there have been emails back and forth with the committee. M. Rasmus was going to come to meeting to discuss but is not present. Tabled.

New Business:

- C. LaPrease wanted to discuss the hall use policy and proposed removing sections 5.2 and 5.3. Lengthy discussion. If complaints are received in the future, they need to be addressed immediately. C. LaPrease made the motion to strike sections 5.2 and 5.3 from the Hall Usage Policy and M. Malone seconded the motion. Commissioners LaPrease, Malone, Thompson and Rafkis voted in favor and Chura voted against. Carried.

Public comments:

M. Evans asked if the paid Firefighter/EMTs would be responding mutual aid. Chief Root answered that they would be. Lengthy discussion. M. Evans stated that they are being paid for by taxpayers and should remain in the district. It was explained that the trucks are an asset that are also paid for by taxpayers, the employees would be treated the same. There is an expense involved if we send employees or volunteers. If it is going to be an extended assignment, we would work to get the employees back to the district, as well as swapping out the initial crew of volunteers. B. Raymond-LaPrease stated that she still has not seen a written plan. M. Evans asked why are we hiring people anyway. J. Melchior asked if we are considering any changes to the service awards program. It was explained that we are looking at adding a duty crew program but need to see what the best fit would be.

At 8:06 P.M. C. LaPrease made the motion to enter Executive Session to discuss the employment history of an individual, which may lead to his or her suspension and M. Malone, seconded the motion. Carried.

Resumed the regular meeting at 8:36 P.M.

Meeting dates:

Commissioner's meeting – Monday, July 17, 2023 at 7 PM
(All meetings at station #1 until further notice or unless specified)

D. Rafkis made the motion to adjourn at 8:37 PM and C. LaPrease seconded the motion. Carried.

Respectfully submitted: Amy Speach, District Secretary