

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 December 18, 2023 by Chairperson K. Thompson.

Pledge to the Flag

Present: K. Thompson, M. Chura, M. Malone, C. LaPrease, D. Rafkis, W. Dwyer, A. Speech, J. Root, C. Curtis, B. Raymond-LaPrease, L. Malone, B. Stone-Quinn, M. Evans, M. Harrison, John Melchior, Pac B

M. Malone made the motion to approve the minutes of the November 20, 2023 meeting minutes and C. LaPrease seconded the motion. Carried.

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| <u>Treasurer's Report:</u> | Checking | 71,509.49 |
| | Savings | 965,002.90 |
| | Payroll account | 13,999.57 |
| | Capital Imp. Reserve | 116,004.47 |
| | NY Class Capital Imp. | 706,417.66 |
| | Apparatus Reserve | 81,319.92 |
| | NY Class Fire Apparatus | 655,959.27 |
| | Cont. Tax. Stab. Res. | 3,494.15 |
| | NY Class Contin. & Tax | 40,366.70 |
| | Equipment Reserve | 39,621.84 |
| | NY Class Equipment | 176,604.42 |
| | Vouchers | 149,860.49 |
| | CODES Checking | 1,794.48 |
| | CODES Savings | 24,974.82 |
| | CODES bequests | 61,607.62 |
| | Vouchers | 0.00 |

W. Dwyer reviewed the treasurer's report. Reviewed the CODES report. K. Thompson suggested that in January they will suggest moving some funds to NY Class for CODES. W. Dwyer reviewed the district report. He reviewed some items that are or will be over budget and suggestions to move some funds. K. Thompson made the motion to make the transfers as suggested by the treasurer as follows - \$12,091.08 from legal and audit to the following categories- Payroll admin fees : \$8253.00, IT equipment: \$1300.00, property taxes: \$279.56, uniform stipend: \$2258.52 and M. Chura seconded the motion. Carried. The fixed asset report was provided last month for review. K. Thompson confirmed that no board members had any issue with the fixed asset report. M. Malone made the motion to approve the treasurer's report and C. LaPrease seconded the motion. Carried. M. Chura made the motion to approve the vouchers as audited and M. Malone seconded the motion. Carried. K. Thompson will be the commissioner to review bank statements this month.

Correspondence:

- Fire District Election results: 135 votes cast – 75 for Mark Harrison and 60 for Mike Malone – Mark Harrison was elected commissioner 1/1/2024-12/31/2028.
- Holiday cards: Vander Molen, The LOSAP Group, Shaffer Building Services, Fire Districts Mutual.
- 16th Annual Fire & EMS Law and Management Conference at Turning Stone April 4-7th, 2024.

Chief's Report:

J. Root:

1. Communications: Nothing new to report

2. Special Events: Baldwinsville Parade of lights was well attended. Thank you to all who participated and thank you to the crew that covered station 1 during the event. Santa run was this weekend and was well attended. Thank you to everyone that attended that event.

3. Stations: The department office space at station 1 is in the process of renovation into a bunkroom. Office furniture has been moved to headquarters and the room is being cleaned and prepped. Expected completion is end of December.

4. Miscellaneous:

- Insurance Services Office Inc. was here week of October 23. Still awaiting results as to our rating.
- Daily drills have changed. Firematic drills are held at station 2 on Mondays and Wednesdays and EMS drills are at station 1 on Tuesdays and Thursdays. All active members are invited and encouraged to attend.
- D. Rafkis asked about the bathroom renovation at Station 2 and Chief Root reported that the bid specification still needs to be sent out.

M. Speach: no report

Committee Reports

Building & Facilities: D. Rafkis stated that the chief just provided an update on the bathroom remodel.

New Truck Committee: Discussion regarding the permissive referendums to sell apparatus, no update. D. Rafkis reported that the Chief's vehicles went to Bob's signs today to have the red added. C. LaPrease asked why the vehicle went to Bob's? D. Rafkis explained that they did the original work and it was only a small difference in price.

Lysander Public Safety: K. Thompson reported that the next meeting is January 16th at Phoenix FD. The chair of Lysander Public Safety, Tom Perkins, has had an injury and cards would be appreciated.

Budget & Finance: Nothing to report.

IT Committee: D. Rafkis reported that the committee had a meeting with Usherwood on December 5th to discuss phone system upgrades, a cyber webinar and computer replacement.

Personnel: K. Thompson reported that she and M. Chura have been working with Paychex on the new employee handbook. It has been distributed to the rest of the board to review. D. Rafkis stated that nothing jumped out to her. C. LaPrease did have a couple of items, he will stop in to discuss.

Truck Maintenance: nothing to report.

Building Maintenance: M. Malone reported that the parts are in for the doors, they are working through their list for installations. They should be able to get all the work completed in a day in January. The roof at Station #2 will need to go out to bid. It wasn't leaking but it looks like it is leaking again in another spot. He will have L. Harrison contact someone for a repair for the winter.

Steering Committee: K. Thompson reported that there is no meeting in December. The next meeting will be in January.

Fire Prevention: C. LaPrease reported that the schools programs are done until spring.

Old Business:

- Policy review- nothing at this time.
- Chief Root previously provided a revision to SOG 03-017 –Tabled. Chief Root reported that he should have this and a couple other SOGs next month.
- BCSFD could host a defensive driving course through AAA for \$34 per person with a minimum of 18 people and max of 40. Are we interested in setting this up? Would the district cover the full cost or \$25 (per the member benefits policy) discussion. M. M. Chura made the motion to update the policy to reimburse up to \$34 and C. LaPrease seconded the motion. Carried. A. Speech will work to set up a date on a Saturday.

New Business:

- C. LaPrease made the motion to approve alcohol (beer and wine) for Linda Cooper for hall use on March 16th and M. Malone seconded the motion. Carried.
- C. LaPrease made the motion to approve the active member application of Dominic Fico pending his physical and M. Malone seconded the motion. Carried.
- Discussion regarding officer interviews. The incoming commissioner has been allowed to attend in the past as they have to vote in January. The commissioner

elected is also a fire officer and should be interviewed first. K. Thompson made the motion to hold a special meeting on December 28th at 6:30 PM for additional interviews and any other business and D. Rafkis seconded the motion. Carried.

Public comments:

- B. Raymond-LaPrease pointed out that the leak in the station #1 hall ceiling is back.
- J. Melchior asked if there would be any consideration in increasing the amount of reimbursement for gym membership. Discussion. He will also bring it up to the fire department membership for some coverage there as well.
- M. Chura reported that there were 79 calls for November. 2 Calls during the business meeting and 4 calls during Thanksgiving were removed. There were 4 scratches that just the duty chief responded. 8 scratches that no medical personnel responded. Average response was 6.6.
- C. Curtis responded that every month that the statistics are given it is negative towards the volunteers and that maybe you should be more appreciative.
- M. Evans asked how many calls were without a chief.

At 8:16 P.M. K. Thompson made the motion to go into executive session for the resume and employment history of an individual for their continued employment with the district and M. Chura seconded the motion. Carried. J. Root and M. Harrison joined the Executive session. John Melchior joined later.

Resumed regular session at 9:26 PM.

Meeting dates:

Year end meeting – December 28th at 10am at the District Office.
Special Meeting – December 28th at 6:30pm at the District Office.
Organizational Meeting – January 8, 2024 at Station #1.
Commissioner's meeting – Tuesday, January 23rd at 7pm

(All meetings at station #1 until further notice or unless specified)

M. Malone made the motion to adjourn at 9:27 PM and C. LaPrease seconded the motion. Carried.

Respectfully submitted,
Amy Speach
District Secretary