

**JONESVILLE FIRE DISTRICT**  
**Board of Fire Commissioners Meeting**  
**Station #1**

Date: May 8, 2018

Time: 7:05 p.m.

Present: Commissioners Byrnes, Tobin, Miller, Ford, and Murphy; Judy Bayer, District Manager; Breann Parseghian, Treasurer; Bill Adams, Purchasing Director, and Chief Patrick Champagne.

Guests: Tommy Dell'Anno, Robert Ritter, Nathaniel Kinkaid, and Stephen Warne.

Commissioner Miller presided over the meeting until Commissioner Tobin's arrival.

**OPEN TO THE PUBLIC:**

No one came forward to speak.

**MEMBERSHIP:**

Lt. T. Dell'Anno commented that there were three new member applications from the following: Nathaniel Kinkaid, Robert Ritter, and Stephen Warne.

18.05.08.122 Commissioner Byrnes moved, and Commissioner Murphy seconded the motion to approve the membership applications of Nathaniel Kinkaid, Robert Ritter, and Stephen Warne. **APPROVED.**

**Minutes:**

18.05.08.123 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the Board Meeting Minutes of April 10, 2018. **APPROVED.**

**Purchasing Director's Report:**

Bill Adams commented the sealed bids for the possible purchase of a motor home for rehab purposes was opened on May 7, 2018 and one bid was received from Albany RV with a bid of \$84,000.00 for a new 2017 Winnebago Fuse. A discussion followed on the permissive referendum end date, specifications, deposit and payment, and delivery:

- Permissive referendum period notifying residents of a possible expenditure of funds from the Apparatus Reserve Fund will end on May 13, 2018.
- Clarification that the price will include vinyl seats since there was no indication on the bid but was included in the specifications.
- \$1000 deposit needed to hold the vehicle with the consensus to take the money from the General Fund to be reimbursed from the Apparatus Reserve Fund.
- Get a date for delivery.

18.05.08.124 Commissioner Byrnes moved and Commissioner Murphy seconded the motion to approve the purchase of a 2017 Winnebago Fuse, contingent on the permissive referendum not being contested, at a cost of \$84,000 with funds to be expended from the Apparatus Reserve Fund with payment approved and check to be cut no sooner than May 13, 2018, and approval of \$1000 deposit check to be cut from the General Fund to be reimbursed from the Apparatus Reserve Fund after May 13, 2018. **APPROVED.**

**Claims:**

Judy directed the Board's attention to the list of claims that did not make the spreadsheet that was emailed on May 7, 2018. A discussion followed with the consensus to paid Hayes Paving after completion of the project.

18.05.08.125 Commissioner Ford moved, and Commissioner Miller seconded to the motion to approve payment of claims: 018201 – 018254 with the exception to pay Hayes Paving after completion of the project. **APPROVED.**

### **District Manager Report:**

#### **Discussion:**

- Two requests for use of the Training Room

18.05.08.126 Commissioner Ford moved, and Commissioner Byrnes seconded the motion to approve the use of the Training Room at Station 1 for the Red Cross smoke detector giveaway project on Jun. 16, 2018 and for the Timber Creek Preserve HOA (sponsored by J. Bayer) on May 15, 2018 and another date in 2018 to be determined. **APPROVED.**

18.05.08.127 Commissioner Miller moved, and Commissioner Murphy seconded the motion to accept the District Manager's Report. **APPROVED.**

### **Treasurer's Report:**

#### **Discussion:**

- Breann commented she is working on the annual disclosure filing, which is due June 30, 2018.

18.05.08.128 Commissioner Ford Miller, and Commissioner Byrnes seconded the motion to accept the Treasurer's Report. **APPROVED.**

### **Chief's Report:**

#### **Discussion:**

- Discussion on various training requests and training events.
- Discussion on equipment requests with consensus to purchase 2 hand held lighted "SLOW" stop signs, purchase 5 additional Sterling Escape systems and increase the amount to 4 Gen5X lights.
- Discussion of the convenience of having collapsible garden hose on apparatus with the consensus to have Bill purchase some at Lowe's.

18.05.08.129 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve R. Craver's attendance at the EVOC course starting May 9, 2018. **APPROVED.**

18.05.08.130 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve M. Dittmer's attendance at the FFI summer course held in Albany County starting May 29, 2018. **APPROVED.**

18.05.08.131 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve the use of E371 for fire extinguisher training on May 22, 2018. **APPROVED.**

18.05.08.132 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve the purchase of Five (5) Sterling F4 Escape Systems with two (2) to be designated for training only. **APPROVED.**

18.05.08.133 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve the purchase of 2 hand held lighted SLOW stop signs at a cost not to exceed \$600.00. **APPROVED.**

18.05.08.134 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve to purchase four (4) Gen5X lights for M368, M377 and two spares. **APPROVED.**

18.05.08.135 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the Chief's Report. **APPROVED.**

Commissioner Tobin enters the meeting at 7:34 p.m. and presides over the meeting.

**Purchasing Director's Report (cont.):**

**Discussion:**

- Bill Adams commented that he did some research on possible sale of the MED units with the used value ranging from \$25-35K. A brief discussion followed.
- Bill commented on the recent boiler repairs with the replacement of the temperature sensor and evaporation valve. He further commented that due to the electronic controls, it is costlier to repair than in past years and the time span of boilers are shorter.
- Discussion on purchase of 8 sets of Globe turnout gear to include knee pads in the specs. Discussion followed with the consensus to approve the installation on knee pads on current gear during the annual inspection by Elliot Enterprises in July.
- Bill commented that we will need 60 new helmets by the end of 2019 and he would like to purchase 30 this year and 30 in 2019.
- Discussion of disposing of the old turnout gear that have exceeded the limit of service. Bill commented that there are approximately 9 sets of gear in this category.
- Request by Shen Key Club to hold a car wash at Station 2 on May 20, 2018. Bill commented he will chaperone.
- Renewal of annual service agreements for the MRx monitors and Tri Air sampling. Bill commented that the TRI Air bill needs to be approved so supplies can be ordered.  
Replacement of smoke detectors at Station 1 found to be defective during inspection by Mahoney Notifier during the semi-annual inspection. Commissioner Murphy inquired if they have smoke and CO detector combination detector and Bill said he would ask.
- Bill reported that the SC Sheriff's Dept requested the use of the Training Room May 22-24, 2018 for Taser training.

18.05.08.136 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the purchase of 8 sets of Globe Turnout gear from Municipal Emergency Services (MES) on state contract at a cost not to exceed \$20,175.52. **APPROVED.**

18.05.08.137 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the installation of knee pads in 30 pairs of existing turnout gear pants by Globe at a cost of \$1525.50 to be invoiced by Municipal Emergency Services. **APPROVED.**

18.05.08.138 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the purchase of 30 helmets from MES at a cost of \$300/each for a total of \$9000.00. **APPROVED.**

18.05.08.139 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the proper disposal of approx. 9 sets of turnout gear that has met or exceed its age limit of service. **APPROVED.**

18.05.08.140 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the use of Station 2 bay and grounds for a car wash sponsored by the Shen Key Club on May 20, 2018. **APPROVED.**

18.05.08.141 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the renewal service agreements for Philips 2-MRx monitors at \$2460.50 and TRI Air Sampling at \$2332.60 and approval to pay TRI Air Sampling in advance. **APPROVED.**

18.05.08.142 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the replacement and installation of 16 smoke detectors at Station 1 by Mahoney Notifiers at a cost of \$645 in parts, travel fees and \$85/hour for installation. **APPROVED.**

- 18.05.08.143 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the use of the Training Room at Station 1 on May 22-24, 2018 by SC Sheriff's Department for Taser Training. **APPROVED.**
- 18.05.08.144 Commissioner Miller moved, and Commissioner Ford seconded the motion to approve the Purchasing Director's Report. **APPROVED.**

**Committee Reports**

**Apparatus:**

Discussion held on add ons for the new Rehab Vehicle. Chief Champagne commented the Apparatus Committee will be meeting to discuss options. Commissioner Miller commented that he had some safety concerns about selling the current rehab vehicle and suggested we donate it. A discussion followed and since we can only donate items to another municipality, the consensus was to remove all valuable equipment such as the generator, radio and any other salvageable equipment and perhaps tow it to Lake Auto. A discussion was held on radios swap out time frame. Commissioner Tobin inquired about the ETA on the new MED units and Bill responded late June or early July.

**Audit/Budget/Insurance:**

Judy commented that our audit is scheduled for May 22-23, 2018 but she and Breann will plan to keep the doors the district office closed due to Taser Training.

**Building and Grounds:**

Commissioner Ford asked Bill to look at the canopies at both stations as it appears the support rods are rusty, and they may need to be sanded and sealed. Commissioner Tobin commented that the north drive repair at Station 2 has been completed but the sink hole repair will be finished in the very near future and hopefully we will discover what is causing the problem.

**Capital:**

No Report

**Equipment:**

No Report

**Personnel:**

Judy commented that Z. Wolfe resigned from his part time maintenance position effective May 4, 2018.

**Policy & Procedures:**

No Report

**OLD BUSINESS:**

Commissioner Murphy commented the new projector installation project is 85% completed and he would like to approve payment of the bill with a \$1000 hold back to be paid when job is completed. A discussion followed.

- 18.05.08.145 Commissioner Murphy moved, and Commissioner Miller seconded the motion to approve payment of \$9557.00 to EOS Technologies with a \$1000 hold back to be paid at completion of the project. **APPROVED.**

Commissioners Murphy, Miller, Ford, and Byrnes	YES
Commissioner Tobin	NO

Discussion was held on what to do with the old projector.

Commissioner Byrnes moved, and Commissioner Murphy seconded the motion to adjourn the meeting at 8:01 p.m.

Next meeting:  
Board Meeting            June 12            7:00 p.m.            Station 1

Note: All motions unanimously passed unless otherwise noted.

Respectfully submitted,

Judith S. Bayer  
District Manager

**May 8, 2018**

**District Manager REPORT:**

Previously distributed March 13, 2018 Board Meeting minutes

**Correspondence Received:**

1. 4-13-2018: Thank you note from Round Lake Hose Co. for use of our Training Room for their Annual Dinner.

**Correspondence Sent:**

1. 4-11-2018: permissive referendum for possible purchase of a firefighter rehab vehicle sent to Gazette and Times Union. **Legal notice to be run on April 13, 2018.**
2. 4-11-2018: notification of sealed bid for possible purchase of Firefighter rehab vehicle sent to Gazette and Times Union. **Legal notice to be run on April 13, 2018.**
3. 4-13-2018: legal notice for sealed bid for rehab vehicle sent to Times Union and Gazette. Notice to run on **April 17<sup>th</sup> and 18<sup>th</sup> respectively.**
4. 4-23-2018: LOSAP Participant statements sent to qualifying members.
5. 4-26-2018: First Report of Injury form sent to CorVel on C. Lonergan.
6. 5-8-2018: sympathy card sent to C. Fannucci for the loss of his brother.

**Buildings & Grounds:**

**1. Approval for use of the Training Room for:**

- **Red Cross smoker detector giveaway project on June 16, 2018.**
- **Timber Creek Preserve HOA (sponsored by J. Bayer) on May 15<sup>th</sup> and on another date in 2018 TBD.**

**Miscellaneous:**

1. 4-11-2018: selected fire district documents picked up and disposed by 3N Document Destruction.
2. Veterans collage at Station 2 will be updated shortly.

**End of District Manager's Report.**

**TREASURER'S REPORT:**

Submitted for the May 8,2018 Board Meeting

**Financial:**

1. Annual disclosure filing – June 30<sup>th</sup>
2. Petty cash reconciliation.

**Training:**

**Personnel:**

**Correspondence Received:**

**Miscellaneous:**

**End of Treasurer's Report.**

# Purchasing Director Report

## Informational/Discussion

- Used value for MED units range from \$25,000 - \$35,000 asking price
- Boiler issue – Temperature sensor was replaced, evaporation valve was failing as well, not able to determine until temp. sensor was replaced. Part ordered, hopefully tomorrow will be installed
- Mushroom cap intake will be installed by the end of May on Main Station

## Items for Approval

1. 8 Sets of Globe turnout gear - \$2521.94 per set = \$20,175.52 MES
2. Knee pads for existing gear to be installed by Elliot Enterprises in July during inspections
  - a. MES - \$50.85 per set X 30 = \$1525.50
3. 30 Replacement helmets
  - a. MES - \$300 per helmet. \$9000 total
  - b. Thefirestore - \$315 per helmet \$9450 Total
4. Dispose of turnout gear that is at age limit of service - approx. 9 sets
5. Key Club requests to use Station 2 on Sunday May 20<sup>th</sup> for a car wash. 10-2pm Bill Adams will be onsite
6. Service agreement for 2-MRx monitors. Philips \$2460.50 5/15/18-5/14/19
7. TRI Air Sampling. - \$2332.60 for years' worth of testing supplies and analysis. Also, to pay this bill so supplies can be ordered
8. Replace 16 Smoke detectors in Station 1 - \$645 in parts + \$85 per hour to install Approx. 1-2 hrs. to install Mahoney Notifier
9. Sgt. Zalucky from Sheriff office called and requested to use training room for Taser training
  - a. Tuesday May 22 from 04:00-12:00
  - b. Wednesday May 23 from 12:00 – 20:00
  - c. Thursday May 24 from 8:00 – 16:00
10. Motor home rehab unit replacement
  - a. Albany RV – \$84,000
  - b. Alpin Haus – Sealed bid and spec sheet sent with no response

- c. Wilkins RV - Sealed bid and spec sheet sent with no response

**Chief's Report for May 8, 2018**

**Informational**

Congratulations to John Axten as Firefighter of the month for April.

Thank you to those who attended and participated in the graduation ceremony and presentation of the Honorary Award to Jacob Monday.

Thank you to those that assisted with traffic control on May 5 for the Schmaltz Annual Run.

Sysco walk-thru took place on April 12. Ammonia (Code 110 on the panel) (Code 109 is elevated temperature sensor)

**Training/Events**

Request for Rich Craver to attend the EVOC course being held in Porter Corners on May 9, 10 and 17 2018.

Request for Mike Dittmer to attend the Summer FFI course being held in Albany County beginning May 29, 2018. I had previously secured him a spot back around March and received final confirmation.

May Weekend drill is Saturday, May 19 at Station 2. Engineer Buonanno will be overseeing Firefighting Survival Skills.

Ballston Lake has requested coverage for May 21, 2018 for all calls from 7-10pm while they are at the training center.

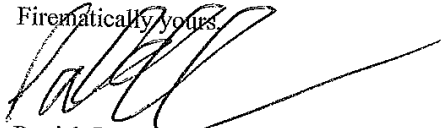
579 extinguisher training will take place on May 22, 2018 at 6pm. Request to use E371 for this detail.

**Apparatus/Chief's Vehicles/Equipment/Stations**

Request to purchase five (5) additional Sterling F4 Escape Systems; with two to be designated for training only.

Request to purchase two (2) additional Gen5X lights – one to be added to 368 and 377

Firematically yours,



Patrick J. Champagne  
Chief – Jonesville Fire Department