

BOARD OF FIRE COMMISSIONERS
DeWITT FIRE DISTRICT
DeWITT, NEW YORK

July 23, 2019

Call to Order: The meeting was called to order by Mr. Bronstein at 6:07PM.

Pledge: Led by Lt. O'Connor

Minutes: A motion was made by Mr. Karoglanian and seconded by Mr. Vander Molen to approve the minutes of the June 25th regular meeting. All Commissioners present voting in the affirmative. Motion approved.

Reports of Officer's: Chief Green reported that there is a discussion going on with the Syracuse Fire Department regarding a new Syracuse Training Facility. Chief Green also reported that Lt. O'Connor has identified a physician willing to do further screening for the individuals that tested positive with the cancer dog screening. There was a discussion regarding why it was so difficult to find a physician willing to do the screening and whether or not the district will cover the cost of this additional screening.

Treasurer's Report: Mr. Schultz reported that financials were sent prior to the meeting.

Vouchers: Mr. Schultz presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Vander Molen, seconded by Ms. Scicchitano, to approve the General Fund Pre-paid transfer, checks (32370-32373) and ACH's amounting in total to \$122,918.72. Also, pending checks (32374-32409) and ACH's amounting in total to \$52,969.30. All Commissioners present voting in the affirmative. Motion approved.

Bank Reconciliation: Motion made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve the bank reconciliations for June 2019. All Commissioners present voting in the affirmative. Motion approved.

Correspondence:

- Pointe East Homeowners Assoc., Re: Building Use
- DeWitt Tree Committee, Re: Building Use

Response Statistics:

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	06/30/2019	337	557	894
	06/30/2018	403	511	914

Training Requests:

NAME	EVENT	LOCATION	COMP	AMT.	BOARD
Flemming	Stabilization University	Greek Peak	\$0	\$285	KK/CS
Dixon	Stabilization University	Greek Peak	\$0	\$285	KK/CS

COMMITTEE REPORTS:

Apparatus and Equipment: No report

Buildings and Grounds: Mr. Karoglanian reported that Lanco will begin work next week.

Finance: Mr. Schultz reported that he met with a representative from Paychex regarding becoming the broker of record for our employee benefits. He reviewed that his will be seamless to the employees and is simply a change to allow all benefits to be handled by one agency rather than three different ones. Mr. Schultz also reviewed that he has replied to the NYS Department of Labor regarding the recommendations in the Code Rule 59 evaluation within the required 30 days. We now have 6 months to implement any recommendations in the report.

Long-Range Planning: Ms. Scicchitano reported that she and Chief Green met with a volunteer focus group and had a discussion regarding recruitment and retention. There will be follow up meetings and more to report in the future

Personnel/Staffing: No report

Legal: No report.

OLD BUSINESS:

NEW BUSINESS:

Building Use:

A motion was made by Mr. Karoglanian, seconded by Mr. Vander Molen, to approve a building use request from the Pointe East Homeowners Association to use the small conference room on August 29, 2019 from 8:30AM-10:00AM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano, to approve a building use request from the DeWitt Tree Committee to use the small conference room on August 6, September 3, October 1, November 5, and December 3, 2019 from 7:00PM-9:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

Civil Service Exam

Mr. Schultz reported that the eligible list for Chief of Fire has expired. A motion was made by Mr. Vander Molen and seconded by Mr. Karoglanian to request an exam be announced through Onondaga County Department of Personnel. All Commissioners present voting affirmative. Motion approved.

Surplus Engine One:

Noting the delivery of the new Engine 14, Chief Green presented a request to declare Engine 1 surplus. A motion was made by Mr. Vander Molen and seconded by Ms.

Scicchitano to declare Engine 1 surplus and authorize the Chief to offer the vehicle for sale. All Commissioners present voting affirmative. Motion approved.

Muratec Printer:

Mr. Schultz noted that the Muratec printer purchased in 2008 was no longer working and was not repairable. A motion was made by Ms. Scicchitano and seconded by Mr. Vander Molen to declare the printer junk and authorize its disposal. All Commissioners present voting affirmative. Motion approved.

New Hire:

Chief Green asked the Board to consider hiring a full-time firefighter. He noted that he met with Mr. Schultz and Ms. Fusco to review the budget and determine if it would be financially feasible. The review showed that the cost of adding a new firefighter would not place undue stress on the district budget. A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to authorize the Chief to make an employment offer to a lateral transfer. If a lateral transfer cannot be accomplished, the District Secretary is then authorized to begin the canvas process. All Commissioners present voting affirmative. Motion approved.

Health Insurance Agent:

Mr. Schultz reviewed a proposal from Paychex, in which they would become the agent of record for all insurance benefits offered by the District. Paychex currently provides payroll service for the District and this would consolidate all human resource activities with one provider. A motion was made by Ms. Scicchitano and seconded by Mr. Vander Molen to authorize Paychex to be the agent of record for all District offered benefits. All Commissioners present voting affirmative. Motion approved.

Cancer Dog Follow Up:

After the committee discussion noted above. A motion was made by Mr. Vander Molen and seconded by Mr. Schultz to authorize the District Treasurer to pay for follow up testing for charges incurred by individuals that tested positive in the initial screening. These charges will be limited to tests not covered by the individual's health insurance. All Commissioners present voting affirmative. Motion approved.

Executive Session:

A motion was made by Mr. Schultz, seconded by Mr. Karoglanian to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 7:35PM.

A motion was made by Mr. Schultz, seconded by Mr. Karoglanian to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 8:03PM.

No business was conducted during the Executive Session.

Adjournment:

There being no further business, the motion to adjourn was made by Mr. Schultz and seconded by Mr. Karoglanian. All Commissioners present voted in the affirmative. Meeting adjourned at 8:03PM.

MEETING ATTENDANCE:

Commissioners: Bronstein (Chair), Karoglanian, Schultz (Secretary), Scicchitano, and Vander Molen. Chief Green, Lt. O'Connor, and Volunteer President Steinberg

Brian M Schultz
Secretary
July 25, 2019