

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

March 09, 2021

**Call to Order:** The meeting was called to order by Mr. Schultz at 5:59PM.

**Pledge:** Ms. Fusco

**Minutes:** A motion was made by Mr. Vander Molen and seconded by Mr. Militi to approve the minutes of the February 23<sup>rd</sup> Regular Meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:** Chief Green reported on the current mutual aid situation and noted that he is working with the other districts on the issues.

**Treasurer's Report:** Ms. Fusco sent out the February 2021 financials prior to the meeting. She also stated that the 2020 Annual Update Document has been submitted to the Office of State Comptroller.

**Vouchers:** Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Vander Molen, seconded by Mr. Militi, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$60,332.47. Also, pending checks (33260 – 33283) and ACH's amounting in total to \$63,966.76. All Commissioners present voting in the affirmative. Motion approved.

**Bank Reconciliation:** Motion made by Mr. Militi, seconded by Mr. Vander Molen, to approve the bank reconciliations for February 2021. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- None

**Response Statistics:**

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	01/31/2021	81	106	187
	01/31/2020	49	108	157

## **Training Requests:**

<b><u>NAME</u></b>	<b><u>EVENT</u></b>	<b><u>LOCATION</u></b>	<b><u>COMP</u></b>	<b><u>AMT</u></b>	<b><u>BOARD</u></b>
Fedorov	Hands-on Street-Smart Search	Clay, NY	\$630	\$295	PVM/SM
Fedorov	Heavy Rescue Conference	Syracuse, NY	\$0	\$600	PVM/SM

## **COMMITTEE REPORTS:**

**Apparatus and Equipment:** The Chief sent out pictures of the progress on E-8. Phase 1 is complete. They will be making another trip shortly to inspect progress of Phase 2.

**Buildings and Grounds:** No report.

**Finance:** No report.

**Long-Range Planning:** Ms. Scicchitano stated that her and Mr. Militi met with the Chief this past week to discuss the mutual aid situation.

**Personnel/Staffing:** No report.

**Legal:** No report.

## **OLD BUSINESS:**

**COVID-19:** The Chief stated that the CDC released new guidance related to COVID-19. The District will need to update the current plan. The District submitted an application to the NYS Dept. of Health requesting approval to administer COVID-19 tests.

## **NEW BUSINESS:**

**EMS Supplies:** The Chief presented a purchase order in the amount of \$1,792. The PO request is for EMS supplies (N-95 masks). A motion was made by Mr. Militi, seconded by Mr. Vander Molen to approve the purchase of N-95 masks. All Commissioners present voted in the affirmative. Motion approved.

**External Auditor:** Ms. Fusco presented the proposals received for external auditor for fiscal year 2020. The District received proposals from Grossman St. Amour CPAs PLLC, The Bonadio Group and D'Arcangelo & Co., LLP. A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano to appoint Grossman St. Amour CPAs PLLC as the external auditors for fiscal year 2020. All Commissioners present voted in the affirmative. Motion approved.

**New Hire Canvas:** A motion was made by Ms. Scicchitano, seconded by Mr. Vander Molen to allow the District to canvas for the current vacant positions. All Commissioners present voted in the affirmative. Motion approved.

**New Volunteers:** Contingent on background checks results, a motion was made by Mr. Vander Molen, seconded by Mr. Militi to approve the memberships of Mr. Chiles and Ms. O'Brien as Volunteers with DFD. All Commissioners present voted in the affirmative. Motion approved.

**Executive Session:**

A motion was made by Mr. Vander Molen, seconded by Mr. Militi to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:17PM.

A motion was made by Mr. Militi, seconded by Mr. Vander Molen to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 6:28PM.

**2021 Salary Increases:**

A motion was made by Mr. Militi, seconded by Mr. Vander Molen to increase Chief salary, Treasurer salary and part-Time hourly rate by 2% retro to Jan 1, 2021. No retro for part-time. All Commissioners present voted in the affirmative. Motion approved.

**Deputy Chief:**

A motion was made by Ms. Scicchitano, seconded by Mr. Vander Molen to offer part time Deputy Chief position to Shawn Tompkins at a rate of \$35.00 per hour. All Commissioners present voted in the affirmative. Motion approved.

**Adjournment:**

There being no further business, the motion to adjourn was made by Mr. Vander Molen, seconded by Mr. Militi. All Commissioners present voted in the affirmative. Meeting adjourned at 6:29PM.

**MEETING ATTENDANCE:**

Commissioners: Schultz, Militi, Scicchitano (via phone) and Vander Molen. Treasurer Fusco, Chief Green, FF Karasek, LT Pienkowski, DFD President Steinberg, and Miss Kayleigh.

Kerrie Fusco  
Acting Secretary  
March 09, 2021