

BOARD OF FIRE COMMISSIONERS
DeWITT FIRE DISTRICT
DeWITT, NEW YORK

March 08, 2022

Call to Order: The meeting was called to order by Mr. Vander Molen at 6:00PM.

Pledge: Jason Huyck

Minutes: A motion was made by Mr. Militi and seconded by Mr. Skahen to approve the minutes of the February 8th Regular Meeting and the February 12th Special Meeting. All Commissioners present voting in the affirmative. Motion approved.

Reports of Officer's: Chief Green reported that he met with the monthly emergency management committee. The Town of DeWitt Supervisor requested that meeting minutes be sent to him going forward. The Chief is also working with the Town on the grant from Pam Hunter's office in the amount of \$500,000 for fire hydrant fittings. Lastly, the Chief reported that Deputy Chief Cowan is up and running in his new position.

Treasurer's Report: Ms. Fusco reported that the Annual Update Document was submitted to the Office of the State Comptroller on 2.28.2022. Also, that the February 2022 financials were sent out prior to the meeting.

Vouchers: Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Militi, seconded by Mr. Skahen, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$241,090.08. Also, pending checks (33774 – 33786) and ACH's amounting in total to \$26,266.92. All Commissioners present voting in the affirmative. Motion approved.

Bank Reconciliation: Motion made by Mr. Militi, seconded by Mr. Skahen, to approve the bank reconciliations for February 2022. All Commissioners present voting in the affirmative. Motion approved.

Correspondence:

- None

Response Statistics:

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	02/28/2022	106	211	317
	02/28/2021	153	189	342

Training Requests:

COMMITTEE REPORTS:

Apparatus and Equipment: Chief Green reported that R-7 is in the body shop awaiting parts. E-8 is moving along and hopes to be complete by the end of the month. E-14 had a recall maintenance update.

Buildings and Grounds: Chief Green reported that he is waiting on an estimate from the HVAC contractor for the roof. He is also looking for a contractor to report on any potential damage to the roof.

Finance: No report.

Long-Range Planning: No report.

Personnel/Staffing: Chief Green reported that the six recruits completed orientation. Three of the new recruits and FF Winkler will be attending the City of Utica RFFT Academy. The other three have been assigned to shift. The Chief also reported that he is searching to fill the vacant PT position. He reported that a FT position will be available in June 2022 and would like to start the search process for that position as well.

Legal: No report.

OLD BUSINESS: None

NEW BUSINESS:

Appoint Board of Fire Commissioner:

A motion was made by Mr. Skahen, seconded by Mr. Militi, to appoint Jason Huyck as Fire Commissioner. All Commissioners present voted in the affirmative. Motion approved.

Oath of Office:

Mr. Vander Molen administered the Oath of Office to Fire Commissioner Huyck.

Vice Chairman of Board:

A motion made by Mr. Skahen, seconded by Mr. Huyck, to elect Mr. Militi Vice Chairman of the Board for the year 2022. All Commissioners present voting affirmative. Motion approved.

Authorized Check Signer:

A motion made by Mr. Skahen, seconded by Mr. Militi, to appoint Mr. Vander Molen as an authorized check signer for the year 2022. All Commissioners present voting affirmative. Motion approved.

Committee Vacancies:

The following Commissioners were appointed to vacant committee positions:
Commissioner Huyck – Apparatus & Equipment, Buildings & Grounds,
Legal
Commissioner Skahen – Finance, Personnel/Staffing
All Commissioners – Long-Range Planning

Vector Solutions Contract Renewal:

A motion made by Mr. Militi, seconded by Mr. Huyck, to approve the contract renewal with Vector Solutions in the amount of \$8,653.74. All Commissioners present voting affirmative. Motion approved.

Purchase Request - boots:

A motion made by Mr. Militi, seconded by Mr. Huyck, to approve the purchase of six pairs of boots in the amount of \$2,700. All Commissioners present voting affirmative. Motion approved.

Purchase Request - gloves:

A motion made by Mr. Militi, seconded by Mr. Huyck, to approve the purchase of fire gloves in the amount of \$1,944. All Commissioners present voting affirmative. Motion approved.

Preventative Repair Maintenance:

A motion made by Mr. Militi, seconded by Mr. Huyck, to award Churchville the annual maintenance service for fire apparatus except for the aerial truck service which is to be provided by the Sutphen dealer. All Commissioners present voting affirmative. Motion approved.

2021 Annual Update Document:

A motion made by Mr. Skahen, seconded by Mr. Militi, to accept the 2021 Annual Update Document. All Commissioners present voting affirmative. Motion approved.

Adjournment:

There being no further business, the motion to adjourn was made by Mr. Skahen, seconded by Mr. Militi. All Commissioners present voted in the affirmative. Meeting adjourned at 6:54PM.

MEETING ATTENDANCE:

Commissioners: Huyck, Militi, Skahen, and Vander Molen. Chief Green (via phone), Treasurer Fusco and DFD President Steinberg.

Kerrie Fusco
Acting Secretary
March 08, 2022