

**BOARD OF FIRE COMMISSIONERS MEETING  
MONTHLY MEETING JANUARY 8, 2019**

The regular monthly meeting of the Board of Fire Commissioners of the Pleasant Valley Fire District was held on Tuesday, January 8, 2019 at the Pleasant Valley Fire Station #1, 1619 Main Street. The meeting was called to order at 1930 hours by C/Albrecht with a salute to the flag.

Commissioners present:           C/ALBRECHT (JA)  
  C/JOHNSON (EJ)  
  C/LUBY (KL)  
  C/RANCOURT (LR) - Absent

Other District Staff:            T/MURPHY (JM)  
  S/BROAS (JB)

**Minutes from the Previous Meeting** – Motion by C/KL seconded by C/EJ to approve the minutes from December 2018. Passed by all.

**Bills** – Attached is a list of the monthly bills for January that totaled \$417,092.65 for the general fund. Motion by C/JA seconded by C/EJ to pay the bills if found correct. Passed by all.

**Open Meeting to the Public -**

**None**

**Close Meeting to the Public**

**Communications:**

Letter from Bob McRitchie  
Letter from President Murphy  
Various Christmas Cards  
Renewal paperwork for Health Insurance  
Letter from Community Foundation for Grant approval  
Copy of New Room Rental Contract for Station 1

## **Membership**

**NONE**

### **Committee Reports – Equipment & Apparatus Committee:**

- Ambulance has had some issues, a line off the compressor, and warranty repair at Ford yesterday; some lights need to be repaired as well. There was a slight leak that got worse
- New Rescue truck is moving along. Can we get an idea about the chassis being finished?
- 56-3 new vehicle will be fixed when ambulance is fixed.

### **Monthly Maintenance Report – Attached.**

- A conversation was had on changing the light bar off of the old 56-68 and moving it to the new fire police vehicle.

### **Buildings & Grounds – Station #1**

- New hot water heater will be installed or has been installed shortly
- Clog for the new down stair's bathroom
- The driveway is almost finalized and should be going out to bid shortly. Get it done early springtime. Discussion on the electric being dug up and fixed at the same time, but they won't be going to the polls when they do the work. 2000-gallon tank will be installed.
- Computers are being worked on hopefully they will be fixed this week.
- Meeting room will be painted by the Correction Department. Paint has been picked out and they will be waxing the floor as a thank you for all the use of the room.

### **Building & Grounds – Station #2:**

- Computers are having an issue as well. It will be looked at tomorrow.
- New TV installed, thank you!
- Station 2 lighting proposal they will be reviewed with the Station 1 proposal.
- Progress of Member room has been given to C/JA
- Gutter is working properly now, thank you

- Any idea when the door will be getting done? 20<sup>th</sup> and 26<sup>th</sup> are room rentals so can he work around that?

**Insurance Committee:**

- Renewal paperwork for Health Insurance has been submitted
- Cancer insurance has been started

**Service Award Committee:**

- Final Points should be posted by the end of the month as long as computers are fixed, and we can get into Firehouse

**Rules & Regulations:**

- C/KL made a motion to approve new Procurement Policy it was seconded by C/JA
- Roll Call      C/JA aye  
                         C/KL aye  
                         C/EJ aye  
                         C/LR absent
- Everyone should have a copy of the new SOG's to review. They need to have a final review done and get back to the committee with a final ok.

**Safety:**

- None

**Officer's Reports – District Chief Hickman reported the following:**

- **See report**
- Discussion was held on the harness vs belt; they can be retrofitted after the fact. We will get this taken care of in the spring. We can always keep the belts for new members until they get new gear.
- Great job on the SOG's
- AED update waiting on the Federal approval should be late January or early February.
- CPR equipment update...we just got the grant approval; equipment just needs to be ordered.

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- Mass training dates have been set 2/24, 2/26, 2/27. FIT testing machine will be here. Inventory of all equipment. All OSHA will be on 2/27. 2/24 will be all day and then 2/26 and 2/27 will be 2 nights.
- 56-68 should be ready to go soon
- Captains will be going through the stations to clean. Need to let C/EJ know what is being thrown out.
- Thank you for hiring John Harmuth as the purchasing agent.
- We had a total of 1403 calls for 2018
- Discussion on the water district for the town that was brought up last month. S/JB gave Chief Hickman a copy of the letter that was received from the Town with the survey.

**1<sup>st</sup> Assistant Chief –AC/Cosenza reported the following:**

- **No report**

**2<sup>nd</sup> Assistant Chief –AC/Gruntler reported the following:**

- **Absent**

**Captain Rescue Squad – Rescue Captain Kane reported the following:**

- **Absent**

**MTO Murphy – reported the following:**

- 2018 FIT testing has been complete. We only don't have inactive done
- Aerial ops completed on the 27<sup>th</sup>
- October 2, 2019 to host Fall Seminar, we get free seats for hosting. State Chiefs have asked.
- County Weekend March 8<sup>th</sup> – 10<sup>th</sup> should have more information by workshop. There are issues being had via the State with the weekend. They are trying to get her to work with us.
- Andrew Ludwig will be taking a class in Gloversville this week the government rate is \$95.00 a night. C/KL made a motion to get the room it was seconded by C/JA and all were in favor. He will be taking the extra staff vehicle.
- Should we send the SOG's to be reviewed by Terry, right now we don't have to send them.

**Unfinished Business:**

- C/EJ made a motion to adopt resolution for purchasing agent C/KL second the motion:
- Roll Call C/JA aye  
C/KL aye  
C/EJ aye  
C/LR absent
- Royal Carting has been changed from 2x a week to 1x a week with a savings of \$1200 a year

**New Business:**

- 56-72 the AED has died the battery is dead, the battery is \$182.85 we have no spare AED's at this time. C/JA motion to get battery it was seconded by C/KL.
- Room Rental Contract for Station 1 will be reviewed
- New York State law requires all employees to put a Policy into effect a Sexual Harassment. C/JA made a motion to accept the policy it was seconded by C/EJ and all were in favor. All employees will have to be trained by 10/9/19.
- P/JC There has been a change to officers at Station 2 can rights be changed on the computers. Brien will be taking care of this tomorrow. A new By-Law Committee has been formed for station 2 Pat McKeever is heading it can he have access to the computer system yes that should not be an issue.
- P/JC Feb 17<sup>th</sup> Station 2 will be having a Daytona Party with alcohol and a NASCAR pool...this is fine
- P/JC Just short of \$5500 was raised for Trees for Troops 320 trees from us and a total of 919 trees left Cornwall. Thank you notes have been received. We are going to expand a little this year and add another radio station to help us out. A discussion was held on setting up a PayPal account to help raise money for this. A discussion was had between C/JA and Terry Hannigan to see if this will be legally done. FEDEX has agreed to send trailers to us.
- The Rescue Squad has voted to have their annual dinner on March 30<sup>th</sup> at the Station 1. A letter should be handed in next month for permission.

**Open Meeting to the Public for Comments:**

**Adjournment:** There being no other business to be brought before the Board, motion by C/KL seconded by C/EJ to executive session for an issue regarding Employment history of 1 individual as it relates to medical that the meeting be adjourned. Passed by all. The Meeting was adjourned at 2025 hours to executive session. The meeting was reopened at 2045 hours, C/JA made a motion to transfer the funds that are needed per T/JM for year ending 2018, this was seconded by C/EJ and all were in favor. With no further business coming before the Board C/KL made a motion to adjourn at 2055 hours and it was seconded by C/EJ, all were in favor.

Respectfully submitted,



Jennifer Broas  
District Secretary