

Stanley Fire District Minutes

2-13-2024

Regular Meeting – Board of Commissioners

The February 13, 2024 regular meeting of the board of commissioners for the Stanley Fire District was called to order at 7:05 PM by Commissioner Bob Lehman.

Present were Commissioners Amanda Fleig, Alan Fairbrother, Bob Lehman, and John Turner; Treasurer Kate Silverstrim-Jensen, Chief Jerry Herman, 1st Assistant Robert Herman, and Sheila Nellis from the Ladies Auxiliary. Commissioner Brian Wickham was necessarily absent.

We were led in the pledge of allegiance by Commissioner Bob Lehman.

Minutes of the previous meetings were read by Kate Silverstrim-Jensen.

Treasurer’s report was presented by Kate Silverstrim-Jensen.

<u>Treasurer's Report</u>			
Bank accounts have been reconciled through 1/31/2024			
<u>Banking Transfers:</u>			
	1/14/24	\$ 17,161.58	NYCLASS to Checking #1
	1/14/24	\$ 681.14	Savings #2 to Checking #1
	1/14/24	\$ 23,046.57	Savings #1 to Checking #1
<u>Cash Account Balances as of:</u>		<u>1/31/24</u>	
LNB General Checking		\$ 3,206.14	
LNB Savings #1		\$ 3,000.62	
LNB Savings #2		\$ 2,001.39	
NYCLASS - Investment		\$ 89,097.46	
NYCLASS - Reserve		\$ 52,393.23	
TOTAL CASH:		\$ 149,698.84	
<u>Prepaid bills:</u>		\$	-
TOTAL PREPAID:		\$	-
<u>Bills presented at meeting:</u>			
NYSEG (Natural Gas)		\$	301.45
Spectrum		\$	167.96
Quackenbush Hardware		\$	13.99
Empire Natural Gas		\$	214.73
Regional Truck & Trailer		\$	3,419.51
Geneva Electrical Supply		\$	12.75
S&D Landscaping		\$	390.00
TOTAL BILLS:		\$	4,520.39

Commissioner Turner made a motion to pay the bills. Commissioner Fairbrother seconded. All approved, motion carried.

Old Business:

Commissioner Lehman reported that in regard to the Treasurer's Bond he found out that we could keep the same premium for coverage up to \$300,000. The current coverage was for up to \$100,000. Since there is no change to cost, insurance went ahead and updated our coverage to \$300,000.

Commissioner Turner shared a draft retention plan that the recruitment committee has put together. It identifies town wide objectives and proposes realistic, measurable goals in place. The plan also identifies challenges that need to be overcome and the positive opportunities offered to overcome those, as well as listing specific tactics that will make the plan successful. He asked the commissioner to review the plan and make any suggestions for next month's meeting. He will bring suggestions back to the committee to put the plan together.

The following resolutions were presented:

Resolution #11 of 2024: Authorizing Contribution to Bonded Indebtedness Reserve

WHEREAS, by Resolution #11 of 2023, approved February 14, 2023, the Board of Commissioners of the Stanley Fire District authorized the creation of a Bonded Indebtedness Reserve Fund for contributions to the costs associated with long-term debt, in an effort to decrease the annual tax levy; and

WHEREAS, the Treasurer has notified the Board of Commissioner that the 2023 year-end unappropriated fund balance is approximately \$100,000; and

WHEREAS, the Board of Commissioners wishes to allocate a portion of the 2023 unappropriated fund balance to the Reserve Fund, which has a current balance of \$52,400; and

NOW THEREFORE BE IT RESOLVED, the Stanley Fire District Board of Commissioners hereby authorizes the contribution of \$35,000 in unappropriated fund balance to the Bonded Indebtedness Reserve Fund, increasing the Reserve Fund balance to \$87,400

Commissioner Lehman made a motion to approve Resolution #11 of 2024. Commissioner Turner seconded. All approved, motion carried.

Resolution #12 of 2024: Authorizing Establishment of a Capital Reserve Fund

RESOLVED, that pursuant to §6-g of the General Municipal Law, as amended, the Stanley Fire District is authorized to establish a capital reserve fund to be known as the "Fire Apparatus Capital Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment, the type of equipment to be financed from the Reserve Fund is the acquisition of fire apparatus; and

BE IT FURTHER RESOLVED, the Chief Fiscal Office is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Board of Commissioners may invest the money in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Stanley Fire District. Any interest earned or capital gain realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of

the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund; and

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by §6-g of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 7 of §6-g; and

BE IT FINALLY RESOLVED, this resolution is subject to a mandatory referendum pursuant to subdivision 4 of §6-g of the General Municipal Law, to be held on Tuesday, December 10, 2024.

Commissioner Lehman made a motion to approve Resolution #12 of 2024. Commissioner Fairbrother seconded. All approved, motion carried.

Resolution #13 of 2024: Authorizing Additional Principal Payment on Air Packs Lease

WHEREAS, the Stanley Fire District Board of Commissioner wishes to appropriate excess 2023 year-end fund balance for contribution toward principal on the newest debt service for Air Packs; and

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners hereby authorizes the payment of \$22,000 in principal to Community Leasing to be paid with the annual debt service for air packs due on April 1, 2024, and applied to reduce the lift of this debt.

Commissioner Fleig made a motion to approve resolution #13 of 2024. Commissioner Lehman seconded. All approved, motion carried.

Commissioner Lehman reminded everyone of the upcoming NYSAFD training on April 13 in Hammondsport.

Commissioner Lehman made a motion to close Savings #2 and directing the remaining balance to be deposited into NYCLASS investments. Commissioner Fairbrother seconded. All approved, motion carried.

New Business:

Commissioner Lehman reported that he will meet with a representative from Anderson-VanHorne tomorrow morning and invited anyone interested to attend. They are going to review the current insurance policy, look at whether coverage is appropriate, and make recommendations that he will bring to our next meeting. Commissioners discussed their desire to make this an annual process, perhaps completed in the fall in anticipation of each renewal year.

Sheila reported that the Ladies Auxiliary treasury totals approximately \$5,000 at this time.

Commissioner Turned reported on a webinar he attended for a current grant program through NYS focused on firefighting operations. There are two programs, one that is geared toward facilities and will give a max of \$1M, the other program is geared toward equipment and will contribute a max of \$500,000. He discussed how the program will ask for specific, measurable items so the board will need to work on developing a plan for the application. Commissioner Lehman identified several items that could be applied for, such as a brush truck, exhaust system for the truck bay, extrication equipment, or

transitioning all of the lighting to LED. Kate discussed that the fixed assets was recently updated and could be used as support to making a determination, and also pointed out that we have budgeted funds for a grant writer in 2024. We will need to work fairly quickly as grant deadlines are quickly approaching. Commissioner Turner will work on securing a grant writer, and he and Commissioner Lehman will develop a short list of what to apply for to bring to the next meeting.

We received the ISO report back and our classification has decreased from the prior rating in 2005. The report did not include an explanation of ratings, but does offer the board the opportunity to retain the prior classification through a retrogression program. Commissioners were in agreement with moving forward to address the decrease and find out more information.

Commissioner Lehman made a motion to authorize Chairman Wickham to contact ISO to enroll the district in the retrogression program and to get more information so we better understand the classification system. Commissioner Fairbrother seconded the motion. All approved, motion carried.

Chief's Report:

Jerry reported that they need to replace a step ladder. He received pricing to replace it for about \$300.

Jerry provided a breakdown of calls for 2023.

He spoke with a rep from Empire SCBA about purchasing the old air packs. He received a quote of \$4500.

Commissioner Lehman made a motion to authorize the sale of surplus air packs to Empire SCBA supply Company for \$4500. Commissioner Turner seconded. All approved, motion carried.

Jerry also reported that he is continuing to work on a plan for running compressed air in the bay. They have purchased retractable air hose reels and have pricing on steel pipe. He is aware that the project may need to coordinate with any potential exhaust system, which may delay installation. He noted that by installing the equipment themselves it saves labor costs.

The department was asked to escort the Easter Bunny on March 1. Commissioners were happy to hear that a truck will participate in this event.

2671 brakes are repaired, the bill was presented tonight. Truck is running smoothly.

Lastly, the ambulance has donated a brand new, stocked medical bag to the fire company.

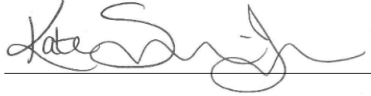
Public Comment:

Sheila reported that they will hold a spring bazar on April 13 at the fire house.

Minutes were read aloud. Commissioner Turner made a motion to approve the minutes, Commissioner Fairbrother seconded the motion. All approved, motion carried.

With no further business, the meeting was adjourned at 8:48pm on motion of Commissioner Turner, seconded by Commissioner Fairbrother. All approved.

Minutes respectfully submitted by:

A handwritten signature in cursive script, appearing to read "Kate Silverstrim-Jensen", written over a horizontal line.

Kate Silverstrim-Jensen