

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 7:00 PM by Commissioner Amanda Fleig.

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 present via telephone.

We were led in the pledge of allegiance by Commissioner Amanda Fleig.

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 2/29/2024			
<u>Banking Transfers:</u>	2/20/24	\$ 3,989.25	NYCLASS to Checking #1
<u>Cash Account Balances as of:</u>		<u>2/29/24</u>	
LNB General Checking		\$ 2,000.00	
LNB Savings #1		\$ 3,000.74	
LNB Savings #2		\$ 2,001.47	
NYCLASS - Investment		\$ 50,424.06	
NYCLASS - Reserve		\$ 87,661.62	
TOTAL CASH:		\$ 145,087.89	
<u>Prepaid bills:</u>	Energy Cooperative	\$	343.37
	NYSEG (Electric)	\$	321.18
	NYSEG (Natural Gas)	\$	376.30
	TOTAL PREPAID:	\$	1,040.85
<u>Bills presented at meeting:</u>			
Jerry Herman 2023 Chief Expenses/Mileage		\$	245.63
Empire Natural Gas		\$	293.73
S&D Landscaping		\$	130.00
Spectrum		\$	167.96
Geneva Electric	Inv # 277942, 278087, & 278151	\$	664.35
Firematic Supply		\$	7,651.75
Utica National Insurance		\$	12,166.56
Regional Truck & Trailer		\$	769.95
Community Leasing	Plus \$22,000 from Reso. 13-2024	\$	16,440.51
	TOTAL BILLS:	\$	38,530.44

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

Kate confirmed that the March 15 wire transfer is scheduled with LNB.

Old Business:

Commissioner Lehman met with Anderson VanHorne to review the current insurance policy. He authorized dropping the Supplemental Spousal Coverage which saves the district \$101. It was coverage for spouses driving vehicles, and since we don't allow that, this coverage is not needed. The insurance agency recommends adding a Sexual Abuse & Molestation Policy which will cover the volunteers and board in the event of claims of sexual abuse while performing firefighting operations. With this the District will also need to adopt a local Sexual Abuse & Molestation Policy. Regarding deductibles, we have a building deductible of \$1,000 and equipment of \$250, Commissioner Lehman recommends increasing the deductible for equipment to \$1,000. Lastly, in order to remove the 2019 Peterbuilt Pumper we need to provide a receipt, Kate will take care of that.

The following resolutions were presented:

Resolution #14 of 2024: Authorizing Addition of Abuse & Molestation Insurance Policy

WHEREAS, the Stanley Fire District Board of Commissioners has reviewed the current insurance policy and optional coverage policies for the Stanley Fire District to ensure proper coverage and identify opportunities for potential savings; and

WHEREAS, the Board of Commissioners wishes to add an Abuse & Molestation Policy which will indemnify the Stanley Fire District in the event of reported Sexual Abuse against any member of the Board of Commissioners or Stanley Fire Company; and

WHEREAS, coverage up to \$ 500,000 will cost the Stanley Fire District an additional \$475 per year; and

NOW THEREFORE BE IT RESOLVED, the Stanley Fire District Board of Commissioners hereby authorizes adding the Abuse & Molestation Policy for \$475 to be effective beginning April 1, 2024.

Commissioner Lehman made a motion to approve Resolution #14 of 2024. Commissioner Turner seconded. All approved, motion carried.

Resolution #15 of 2024: Authorizing Increase in Insurance Deductible

WHEREAS, the Stanley Fire District Board of Commissioners has been reviewed the current insurance policy and optional coverage policies for the Stanley Fire District to ensure proper coverage and identify opportunities for potential savings; and

WHEREAS, the Board of Commissioners wishes to increase the Equipment coverage deductible from \$250 to \$1000 which will save the Stanley Fire District \$1,119.00 per year; and

NOW THEREFORE BE IT RESOLVED, the Stanley Fire District Board of Commissioners hereby authorizes increasing the Equipment coverage deductible to \$1,000 to be effective beginning April 1, 2024.

Commissioner Lehman made a motion to approve Resolution #15 of 2024. Commissioner Fairbrother seconded. All approved, motion carried.

Going forward, Commissioner Lehman would like to review the policy annually. He shared that Anderson VanHorne fought for a more reasonable rate for the District this year, and he plans to compare with other providers going forward.

Commissioner Wickham reported that he and Commissioners Lehman and Turner met via zoom with our ISO Retrogression program contact. Commissioner Lehman explained that the lack of membership has affected our score, so an increase in members would certainly help. The district needs to put together a plan to increase our score by April 2, which will include increasing membership and identifying and updating certain records. Commissioner Wickham added that the annual pump and hose tests are always completed, but the program contact stated that the records were incomplete, so it may just be a matter of providing the appropriate documentation for some items. Commissioner Lehman added that he learned of a specific truck classification that decreased our rating, which reclassifying would increase the score by three points. Commissioner Turner added that their website, ISOmitigation.com, provides information for us to learn from and use going forward. Commissioners Turner and Lehman will work on putting this together, pulling particularly from the retention plan that is currently being developed.

Commissioner Turner shared that the committee met to review changes to the retention plan. One addition made was to expand coverage to include support staff, such as those who help with traffic control and administrative tasks. The tenor of the meetings continues to be positive and collaborative. They continue to move forward with developing a webpage and video to support the plan.

Regarding the grant program, Commissioner Turner wondered if there are any upgrades to the building or specific equipment needs that are immediate. Commissioner Lehman shared that he has been looking at long-term upgrades which include the Mini Pumper and Rescue trucks. Since the grant program wants to know how the funds will save taxpayer dollars, he researched used Rescue Pumper trucks which could provide an option to replace both with one vehicle, which also plays into a possible future merger by reducing the number of vehicles that would need to be maintained. The cost is close to \$500,000 and we would need additional equipment to fully fit the truck. Commissioner Turner noted that trucks were not specifically mentioned in the paperwork, so he will follow up to confirm whether this is eligible. Commissioners wondered if now is the appropriate time to invest in this application considering the future is somewhat uncertain. Commissioner Wickham noted that the State is starting to recognize the shortage of volunteers across the state and anticipates there will be more grant opportunities in the future. Commissioner Turner suggested building open communication with Senator Helming to help her know what the needs are and to help us identify opportunities that we aren't aware of yet.

Regarding the Spring Bazar, Sheila has rented extra tables and the Ambulance plans to set up food. The volunteers will help her set everything up. Robbie shared that April 13 falls on Recruit NY weekend, so they will have information for anyone interested in volunteering.

New Business:

Kate shared that the 2024 tax levy and 2024 host fee have been deposited. She recommended transferring \$100,000 to NYCLASS, leaving funds in LNB to pay this months bills and debt payments. She shared that we typically keep a buffer in Savings #1, which could be decreased since we are earning a higher interest rate with NYCLASS. There was general consensus to keep about \$15,000 in Savings #1 and transfer the remaining savings funds to NYCLASS.

Commissioner Wickham noted that Jim Earl is willing to mow again this year. He will reach out to get the current rate and return with that for next month's meeting.

Commissioner Wickham met with the Supervisor to discuss the Ambulance's plan. They have purchased a home on Gorham Road, near the town line, to relocate their facilities and be all in one place.

Commissioner Lehman brought in sample address signs that were made by Elderlee. They were not comparable to other signs and he is rather unhappy with the quality. Commissioner Fleig will review the other quote received from D&L Supply, and Commissioner Lehman will find out which company Hopewell is going to use now that they're not going to use Elderlee.

Commissioner Wickham presented the following resolution:

Resolution #16 of 2024: Authorizing Participation in the BOCES Cooperative Nature Gas Bid for the Period of 10/01/2024 to 09/30/2025

WHEREAS, The Stanley Fire District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase for supply of natural gas; and

WHEREAS, The Stanley Fire District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o; and

WHEREAS, The Stanley Fire District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Stanley Fire District of New York State and making recommendations thereon; and

NOW THEREFORE BE IT RESOLVED, that the Stanley Fire District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above; and

BE IT FURTHER RESOLVED, that the Stanley Fire District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services; and

BE IT FURTHER RESOLVED, that the Stanley Fire District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding; and

NOW, THEREFORE, BE IT FINALLY RESOLVED, that the Stanley Fire District on behalf of the Town of Seneca of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of

natural gas and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

Commissioner Lehman made a motion to approve Resolution #16 of 2024. Commissioner Fairbrother seconded. All approved, motion carried.

Chief's Report:

Jerry shared that the surplus air packs have been sent off and we received payment of \$4500. DEC was also in to inspect the new turnout gear, payment for the grant will come in the next month or two. They are going to hold a wildfire training with the surrounding departments in the coming months. On April 1 there is a natural gas training in Hall, and last week they attended the Town Code Enforcement training on new home construction. This year they have 22 calls so far. Next Monday they are going to play dodgeball with the new airpacks on. Fire & EMS Advisory Board met and discussed the upcoming Solar Eclipse, primarily traffic concerns and awareness of the need for manpower that day with schools closed and tourists expected in the area. He received the forms to submit information for the Training Stipend to NYS, which dates back prior to when Chandler did his training so he will be eligible.

The Regional invoice that was presented tonight was for 2671 which had a brake light come on while he was returning from a call. Two brake sensors had gone bad and have now been replaced.

From discussion of the state grant program tonight, he will move forward with installing the air system in the truck bay.

Jerry shared that the company treasury is around \$40,000.

Commissioner Lehman reminded Jerry to document every training they attend so they can get credit for it and we can total all of the trainings at the end of the year.

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 8:41pm on motion of Commissioner Lehman, seconded by Commissioner Fairbrother. All approved.

Minutes respectfully submitted by:



Kate Silverstrim-Jensen