

## MINUTES

1. Meeting was called to order at 6:30 PM. Present were Ron Broas, Joe Mazza, Debbie Casella, Pete Casella, Ken Wilson, Andi Broas, Wayne Melton, Ray McNamara (arrived late)
2. Pledge of Allegiance was recited
3. Proposed Executive Session
  - Motion to enter into Executive Session at 6:31 PM made by Joe Mazza, seconded by Ken Wilson; all in favor, so carried*
  
  - Motion to enter back into Regular Session at 6:48 PM made by Joe Mazza, seconded by Ken Wilson; all in favor, so carried*
4. Old business
  1. Approval of 10/1/20 District meeting minutes
    - Motion made to approve the minutes of the 10/1/20 & 10/20/20 meetings by \_\_\_\_\_, seconded by \_\_\_\_\_; all in favor, so carried.*
  2. Board Docs discussion - tabled
  3. Pocatello district email – you can log on at mail.pocatellofiredistrict.com
  4. Board policies
  5. Cancer bill – forms to be filled out this weekend; documents are in Board packet; needs to be reviewed w/Greg Townsend . Ken talked to Greg Townsend. New census will come out in October/November.
  6. LENS program – Ken said everyone's licenses are clean; a couple may need to be talked to. **Ron brought up that the Commissioners should know if everyone is valid. Chief should know as well. Ken should bring a copy of report to each month's Commissioners meeting. Joe Mazza will be a part of it as well.**
  7. Code of Ethics – need two members of the public and one fire company or officer member. Joe Mazza & Ron Broas to try to contact Roy (resident) about possibly being on the committee. Cannot hold public meetings until at least Sept. 4<sup>th</sup>. Joe Mazza will try to contact this gentleman.
    - Motion to table the Board of Ethics Committee made by Joe Mazza, seconded by Debbie Casella; all in favor, so carried*
  8. Fire House project closeout – should be closed out some time in September. **Ron called the architect; they are reaching out to the HVAC people.**
  9. Need to open account with Amazon to purchase ozone generator and meter; approved at August meeting for maximum price of \$350.00 for both. Ozone generator should arrive around 11/5/20 and the meter around 11/12/20.
    - Motion to enter into the second Executive Session at 7:26 PM made by Joe Mazza, seconded by Ray McNamara; all in favor, so carried*
  
    - Motion to enter back into Regular Session at 7:32 PM made by Joe Mazza, seconded by Ray McNamara; all in favor, so carried*
5. Communications - public comments on the agenda items - none

6. Presentations – Zorianna Stawnychy of Stawnychy Financial – 6:30 PM  
Greg Townsend of Marshall and Sterling – to be determined – **will do presentation at December meeting. Ron will have him bring information on the Cancer bill to the December meeting as well.**

7. Consent agenda - Chief's report  
Car #2 report  
Car #3 report (LOSAP)  
Medical Officer's report  
President's report

*Motion to accept the Consent agenda made by Ray McNamara, seconded by Joe Mazza; all in favor, so carried*

8. New business –

- Treasurer's report  
*RESOLUTION: Be it resolved that the Pocatello Board of Fire Commissioners accept October's Treasurer's report. Motion made by Ray McNamara, seconded by Joe Mazza; all in favor, so carried*

**Important dates for annual election:**

- 10/29/20 Request County Board of Elections to provide a list of registered voters as of Nov. 16<sup>th</sup> and to provide the list to the District by Nov. 17<sup>th</sup> (*called on 10/29/2020*)
- 10/29/20 Last day to adopt resolutions designating Fire District Board of Elections, including Chairman and Election Inspectors and/or Ballot **Clerks** (*done on 10/20/2020*)
- 11/4/20 – 11/7/20 Publish Notice of Election in newspaper (*ad sent in to be in paper on 11/4/2020*)
- 11/16/20 Last day to register at County Board of Elections to be eligible to vote on Dec. 8<sup>th</sup>, 2020
- 11/17/20 County Board of Elections to mail list of registered voters to Fire District Secretary
- 11/18/20 Last day to file petition for candidates for office
- 11/18/20-11/23/20 Post Notice of Election on district website; remains on until 12/8/20
- 11/18/20 -11/23/20 Copy of Notice of Election to town clerk

12/8/20 Election day 6:00 PM – 9:00 PM

12/11/20 File results (Canvass of Election) with Town Clerk

- The Chief if requesting to purchase 2 – 5 gallon buckets of laundry detergent for turnout gear (quote if from Sanico Supply)  
***Motion to purchase 2 – 5 gallon buckets of laundry detergent from Sanico Supply at a cost of \$185.78 each, totaling \$371.56 made by Ray McNamara, seconded by Joe Mazza, all in favor, so carried***
- The Chief has submitted an estimate from On-Site Apparatus for work to be done on:  
Engine 153 excessive water in air tanks; labor \$500.00, parts \$469.60  
tank overfill drop down hose needs to be installed; labor \$125.00 parts \$60.00  
Tanker 149 air filter needs replacing; labor \$250.00, parts \$160.00  
Alternator belt needs replacing; labor \$250.00, parts \$125.00  
Rear brake linings are low; recommend doing both axles; labor \$2500.00 per axle  
Parts vary  
Rescue 146 exhaust is rotted through; labor \$500.00, parts \$150.00  
Batteries need to be replaced; labor \$250.00  
***Motion to go ahead with the above repairs (hold off on the batteries) at the listed prices made by Debbie Casella, seconded by Ray McNamara; all in favor, so carried***
- The Chief has submitted an invoice from On-Site Apparatus. Invoice #9720 in the amount of \$1,095.40 for work on Engine 153  
***Motion to pay invoice #9720 from On-Site Apparatus in the amount of \$1,095.40 for work that was done on Engine 153 made by Joe Mazza, seconded by Ray McNamara; all in favor, so carried***
- The Chief has submitted an invoice from On-Site Apparatus. Invoice #9920 in the amount of \$909.76 for work on Rescue 146  
***Motion to pay invoice #9920 from On-Site Apparatus in the amount of \$909.76 for work that was done on Rescue 146 made by Joe Mazza, seconded by Ray McNamara; all in favor, so carried***
- The Chief has submitted an invoice from On-Site Apparatus. Invoice #9820 in the amount of \$929.98 for work that was done on Tanker 149  
***Motion to pay invoice #9820 from On-Site Apparatus in the amount of \$929.98 for work that was done on Tanker 149 made by Joe Mazza, seconded by Ray McNamara; all in favor, so carried***
- The Chief is requesting to purchase two 40” LED Smart TV’s (model UN40N5200) from Walmart.com to put in the firehouse apparatus bay for Rover, so that you would be able to see who’s responding and how far out they are, at a cost of \$247.99 each, totaling \$495.98  
***Motion to purchase two 40” LED Smart TV’s (model UN40N5200) from Walmart.com at a cost of \$247.99 each, totaling \$495.98 made by Ken Wilson, seconded by Joe Mazza; all in favor, so carried***
- Proposal #442 from AC Communications for removal of Motorola uhf and county radios from old chief’s car and install in new car (car 1) at a cost of \$1,800.00

***Motion to accept proposal #442 from AC Communications for removal of Motorola uhf and county radios from old chief's car and install in Car 1 for a cost of \$1,800 only if Ray McNamara can't find anyone to do it cheaper in the next two weeks made by Ray McNamara, seconded by Joe Mazza; all in favor, so carried***

- The Chief is requesting to purchase 4 of each battery off proposal #443 from AC Communications. Motorola XTS portable high capacity lith ion battery at a cost of \$145 each, totaling \$580, and Icom BP-232H portable high capacity lith ion battery at a cost of \$95 each totaling \$380, for a final total of \$960  
***Motion to purchase 4 Motorola XTS portable high capacity lith ion batteries at a cost of \$145 each, totaling \$580, and purchase 4 Icom BP-232H portable high capacity lith ion batteries at a cost of \$95 each, totaling \$380, for a final total of \$960 made by Joe Mazza, seconded by Ken Wilson; all in favor, so carried***
- The Chief has submitted a quote from Fisch Solutions for a tablet for T-150; no price given  
***Motion to accept the quote of \$475.00 (installed with 3 year contract) for a tablet for T-150 made by Ray McNamara, seconded by Debbie Casella; all in favor, so carried***
- The President reported that the Open House on 10/25/2020 went extremely well. They received 3 applications for membership and 2 were taken with them.
- The Medical Officer reports that her and Wayne Melton's ASHI instructor certification expire on 11/20/20. Cost to renew for two years is \$20 per instructor.  
***Motion to renew Helena Grunwald's and Wayne Melton's ASHI instructor certifications for two years at a cost of \$20 per instructor, totaling \$40 made by Ken Wilson, seconded by Ray McNamara; all in favor, so carried***
- Medical Officer states that they need 5 oxygen tanks hydro done at a cost of \$56 per tank for a total cost of \$280, leaving 4 tanks needing hydro for next year.  
***Motion to have 5 oxygen tanks hydro done at a cost of \$56 per tank, totaling \$280 made by Joe Mazza, seconded by Ken Wilson; all in favor, so carried.***
- Helena was approached by Jen McNamara to assist her Girl Scout troop in completing their first aid badge. Cynthia Barth and Melissa Parziale will assist Helena.  
***Motion to have Helena Grunwald, along with Cynthia Barth and Melissa Parziale, to assist Jen McNamara and her Girl Scout troop in completing their first aide badges made by Joe Mazza, seconded by Debbie Casella; Ron Broas and Ken Wilson in favor, Ray McNamara abstained – motion carried***
- Helena said that Jen McNamara said that local troop leaders were finding it difficult to schedule a class for they themselves to be certified in BLS, which includes CPR/AED/and care for choking. Helena thought we may be able to assist with this as an ASHI training center for a minimal fee to cover the cost of the EMR course final, which is on 11/21/20.  
***Motion to have Helena assist with local troop leaders in scheduling a class for they themselves to be certified in BLS, which includes CPR/AED and care for choking for a minimal fee made by Joe Mazza, seconded by Ken Wilson; Ron Broas and Debbie Casella in favor, Ray McNamara abstained – motion carried***
- The Medical Officer has submitted a quote (#m5787) from Medical Warehouse in the amount of \$235.13 for batteries, gloves, surgical masks, etc

***Motion to accept quote m5787 from Medical Warehouse in the amount of \$235.13 made by Debbie Casella, seconded by Joe Mazza; all in favor, so carried***

- Received letter from Michael Thompson that he would like to run for the Commissioner position
- Draft resolution from Firefly for COVID 19 points
- Paid invoices from Auctions International
- Commissioner McNamara is requesting to purchase a law book; please see attached. Cost is \$65.00 for non-members

***Motion to purchase the Fire Service Laws of the State of New York book (2020 edition) at the cost of \$65.00 made by Ray McNamara, seconded by Joe Mazza; all in favor, so carried***

- Reimbursement to Commissioner Mazza for parts purchased for Truck 150 in the amount of \$139.76

***Motion to reimburse Commissioner Mazza \$139.76 for parts purchased for Truck 150 made by Ray McNamara, seconded by Debbie Casella; Ron Broas and Ken Wilson in favor, Joe Mazza abstained – motion carried***

9. Committee reports:

Apparatus Committee – Joe Mazza, Ray McNamara, Ron Broas, Ken Wilson  
Budget Committee – Pete Casella, Joe Mazza, Ken Wilson, Ron Broas, Ray McNamara  
Buildings and Grounds Committee – Ken Wilson, Debbie Casella, Joe Mazza, Ron Broas  
Cancer Bill Committee – Ken Wilson, Joe Mazza, Ron Broas  
Communication Committee – Joe Mazza, Ron Broas  
Insurance Committee – Ken Wilson, Ray McNamara, Joe Mazza, Ron Broas  
LOSAP Committee – Debbie Casella, Ken Wilson, Joe Mazza, Ron Broas, Ray McNamara  
Membership/HR Committee – Debbie Casella, Ken Wilson, Joe Mazza, Ron Broas  
Policy Committee - Ken Wilson, Joe Mazza, Ron Broas, Pete Casella, Ray McNamara  
Records - Andi Broas  
Website - Andi Broas  
NYS Discovery Law – Ray McNamara, Ken Wilson, Joe Mazza, Ron Broas

10. Request for additions to the agenda

Board members may request additional agenda items, discussion items or requests for information. This will require a motion and a second with a majority approval.

Town of Wallkill Holiday Parade on 11/21/2020. Lineup at 4:00 PM at Orange Bank and Trust on Trust Way.

***Motion to take 1 piece of apparatus to the Town of Wallkill Holiday Parade on 11/21/2020 made by Ray McNamara, seconded by Joe Mazza; all in favor, so carried***

Resignation of Brandon Baudendistal

*Motion to accept the resignation of Brandon Baudendistal made by Ray McNamara, seconded by Joe Mazza; all in favor, so carried*

Invoice #8590 from Fisch Solutions for 10" android tablet with 3 year lease (rablet, rugged wireless case, mount, unlimited data, and warranty) in the amount of \$2,850.00

*Motion to accept invoice #8590 from Fisch Solutions in the amount of \$2,850.00 made by Ron Broas, seconded by Joe Mazza; all in favor, so carried*

*Motion to end the meeting at 8:40 PM made by Joe Mazza, second by Debbie Casella; all in favor*