

## MINUTES

1. Motion was made at 6:30 PM to call the meeting to order. Present at the meeting were Ron Broas, Joe Mazza, Wayne Melton, Pete Casella, Ken Wilson, Ray McNamara, Margaret McNamara, and Andi Broas.
2. Pledge of Allegiance was recited.
3. Proposed Executive Session

*Motion was made at 6:39 PM to enter into Executive Session by Joe Mazza, seconded by Ray McNamara; all in favor*

*Motion was made at 6:42 PM to enter back into regular session by Ray McNamara, seconded by Margaret McNamara; all in favor*
4. Old business
  1. Approval of 1/7/21 District meeting minutes

*Motion made to approve the minutes of the 1/7/21 meeting by Ray McNamara, seconded by Joe Mazza; 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 Broas brought up that the Commissioners should know if everyone's licenses are valid. Chief should know as well. Ken Wilson should bring a copy of report to each month's Commissioners meeting. Joe Mazza will be a part of it as well. Ken showed Joe Mazza how to get on the web site.
  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. No public meetings until January for now. This item has been tabled.
  8. Fire House project closeout – should be closed out some time in September. Ron Broas called the architect; they are reaching out to the HVAC people. Engineer is sending a letter to the contractor that there are three things that still need to be done. **Ron Broas will be speaking to someone about this on 2/5/21.**
5. Communications - public comments on the agenda items
6. Presentations – none
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 Ken Wilson, 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 January's Treasurer's report. Motion made by Joe Mazza, seconded by Ray McNamara; all in favor, so carried*

**Pete Casella will check to see if he had deposited the checks from Auctions International were deposited from a couple of months ago.**

- Chief submitted a quote from AAA Emergency Supply for flow testing. 30 need to be tested at a cost of \$49.95 each, totaling \$1,498.50  
**Motion to proceed with the quote from AAA Emergency Supply for flow testing; 30 X \$49.95 each = \$1,498.50 made by Joe Mazza, seconded by Ken Wilson; all in favor**
- Fire department total calls for 2020
- Cancer bill forms that were sent
- Charles Schwab statement for December 1-31, 2020
- Certificate of insurance for Girl Scouts
- LOSAP resolution and paperwork. See attached resolution.  
**RESOLUTION:** *Be it resolved that the Pocatello Fire District adopts resolution number 100 approving the 2020 certified LOSAP points. Motion made by Ray McNamara, seconded by Joe Mazza; all in favor*

**LOSAP gets posted for 30 days. Members need to check it then call Car #2 if there are any problems.**

Estimate #P121 from On Site Apparatus for repair of jake brake on tower ladder for \$2,641.54

**Motion to move forward with estimate #P121 from On Site Apparatus for repair of jake brake on the tower ladder for a cost of \$2,641.54 made by Joe Mazza, seconded by Ken Wilson; all in favor**

- Firefighter grant – **will be resubmitted this year; did not receive anything for the last two years**
- Microsoft 365  
**Motion to move forward with Microsoft 365 for 7 users (5 commissioners, treasurer and secretary) at \$141.40 each, totaling \$989,80 made by Ray McNamara, seconded by Joe Mazza; all in favor**

- Copy of letter sent to Advanced Comfort Technologies for work on firehouse  
*Motion to allow Ron Broas to negotiate costs with ACT made by Ken Wilson, seconded by Ray McNamara; all in favor*  
  
*Motion to pay ACT after Ron Broas negotiates made by Joe Mazza, seconded by Margaret McNamara; all in favor*
- Copies of apparatus pump assembly operation checks from On Site Apparatus for E-153 and T-149  
*Motion to accept the pump assembly operation checks from On Site Apparatus made by Joe Mazza, seconded by Ray McNamara; all in favor*
- Quote #NYB2021PFD-001 from EZ SCRN for screening, communication and reporting and data exporting. Cost is \$250.00 for six months (\$5 per person – total of 50 people) plus a \$250.00 nonrefundable onboarding fee for a total of \$500.00.  
*Motion to proceed with quote #NYB2021PFD-001 from EZ SCRN for a total of \$500.00 for six months made by Ray McNamara, seconded by Margaret McNamara; all in favor*

9. Committee updates:

Apparatus Committee – Joe Mazza – pump tests were good; truck checks are done; not turned in yet.

Budget Committee – Ray McNamara - none

Buildings and Grounds Committee – Margaret McNamara - none

Cancer Bill Committee – Ken Wilson - none

Communication Committee – Ray McNamara - none

Insurance Committee – Ken Wilson – no issues

LOSAP Committee – Joe Mazza – everything is ok

Membership/HR Committee – Margaret McNamara - none

Policy Committee - Ron Broas - none

Records - Andi Broas - none

Website - Andi Broas- none

NYS Discovery Law – Ray McNamara - none

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.

- Chief will bring inventory of pagers to March’s meeting.
- Ray McNamara submitted a resolution for limited liability for the District concerning the name “Pocatello” and not using “Mount Hope”. Ron Broas feels that this is something that our attorney would need to address.  
*Motion to send Ray McNamara’s resolution to our attorney to review and advise made by Joe Mazza, seconded by Ray McNamara; all in favor*
- Need to list red Tahoe on Auctions International  
*Motion to list the red Tahoe on Auctions International made by Joe Mazza, seconded by Margaret McNamara; all in favor*

- Ron Broas has emailed the person from the Town of Wallkill in regards to the \$37,227.10 that we owe in tax chargebacks. He has also left messages and has not heard back. We need to email her and tell her we need more time; that the timeframe is unacceptable.

*Motion to allow Ron Broas to contact the Town of Wallkill in regards to the \$37,227.10 in tax chargebacks made by Joe Mazza, seconded by Margaret McNamara; all in favor*

*Motion to pay the full amount of \$37,227.10 (if no other options are available from the Town) made by Margaret McNamara, seconded by Joe Mazza; all in favor*

- Cargo slide out tray for Chief's pick up truck. At January's meeting, Ray McNamara stated he had one he would donate. This particular slide out does not fit. Chief is requesting to purchase one.

*Motion to purchase cargo slide out tray for Chief's pick up truck at a cost not to exceed \$1,585.00 (cost and installation) made by Ray McNamara, seconded by Joe Mazza; all in favor*

- Ron Broas spoke with LOSAP. They said that we should make some type of payment. This is for last year. Ron Broas will contact LOSAP about the \$15,000.00 payment

*Motion to pay LOSAP \$15,000.00 for what was owed last year and pay \$36,331.00 for 2021 made by Ray McNamara, seconded by Joe Mazza; all in favor*

- Pete Casella said our tax ID number should be mailed from the State and sent to the PO box in 6-10 days. This is needed to open Amazon Business account.
- Martin Cody Jr. and Katelyn Melton were unable to attend the Spring EMT class. Katelyn's check was returned and we have it; need to get back Martin Cody Jr's check

*Motion to end the meeting at 7:50 PM made by Margaret McNamara, second by Ray McNamara; all in favor*