



LAKE VIEW FIRE DISTRICT
Board of Fire Commissioners
Minutes of Meeting
February 8, 2017

The regular meeting of the Board of Fire Commissioners of the Lake View Fire District for February, 2017 was called to order at 7:00 pm with Chairman Michael Lewis presiding. The pledge of allegiance to the flag was led by the Chief. The roll call was as follows:

Commissioner Lewis	Present	Chief Szczepanik	Present
Commissioner Wicka	Present	Asst. Chief Hauser	Present
Commissioner Black	Present	Asst. Chief Jewett	Present
Commissioner Brodnicki	Present	Treasurer Jewett	Present
Commissioner Russell	Excused	Purchasing Director Wicka	Present
		Attorney Notaro	Excused

ADOPTION OF PREPARED AGENDA: Commissioner Black made a motion, seconded by Commissioner Lewis, to adopt the prepared agenda with additional items for consideration to be accepted as deemed appropriate by the Chair. The following vote was taken:

Ayes (5): Lewis, Wicka, Black, Brodnicki, Russell

Nays (0):

The motion carried.

The minutes of the previous meeting were presented by the secretary and accepted.

The correspondence was read and those items needing further attention were held over for either old or new business.

NEW MEMBERS: None.

REPORT OF COMMITTEES:

Chief's Report: Chief Szczepanik presented his report, which is attached.

Treasurer's Report: The Treasurer presented her report and abstract for January 2017 which was reviewed and audited. After analyzing the list of processed invoices and the reviewing the abstract, Commissioner Black made a motion to accept the report and abstract as presented. Commissioner Brodnicki seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

The Treasurer then presented the 2016 Year-end financial report, which was reviewed and discussed. After the review, Commissioner Wicka made a motion to accept the report as presented and Commissioner Brodnicki seconded the motion. The following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

The Treasurer advised she will not be at the next meeting as she will be vacationing out of town.

Fire Station #1: Commissioner Lewis presented the following report:

- The beer taps were cleaned by "The Clean Beer Initiative of Western New York", Andy Dvronski who charged us \$30.00 to clean the banquet hall beer taps. Kyle requested this as an upcoming fund raiser has requested Draft beer use.
- I also need to contact Bob Harms to drill a hole in the cooler cabinet and run the drain line to the existing drain to the right of the cabinet. It currently drains into the cabinet proper. We also need to order another couple of CO2 bottles. As a reminder, I moved the CO2 bottles from the chair storage room to the Ladies Aux Office last December as they were almost impossible to access due to all the stuff stored in that room.
- After two calls, each to 3 carpet companies, I only had one call me back and meet me at Station One, Hamburg Floor Covering came out, but I do not have their quote yet. Recommends tabling this so he can call or email the remaining two companies back again After rethinking tile or carpet, carpet will be cheaper, the carpet has not been replaced since 1990.
- A work detail will be needed when a date is set to replace both stair tower office carpet to move things.
- I emailed Harry Lach last week to meet me in the District Meeting Room to repair the drywall damage caused by the roof leak. He has not contacted me yet.
- I called the Hamburg Postmaster to meet him at Station One to choose the location of the soon to be purchased mailbox. I called him on January 13th, and every week thereafter and have had yet to have a phone call returned as of today. Commissioner Wicka has some further information regarding contact with him.

Fire Station #2: Commissioner Brodnicki reported on the following:

- The carpeting in the fitness room is starting to tear and showing signs of use. Suggests getting rubber matting to cover the entire floor. He will get price quotes and report back.
- Recommended the window blinds be replaced as several are broken. He will get quotes to determine the cost to replace.
- Questioned why old fitness equipment is outside on the stair tower and who placed it there. No one had an explanation. The materials will be removed and discarded.

Mechanical Report: No report.

Motor Vehicles: Commissioner Black presented the following report:

- #7-2 was serviced at West Herr. Included were NYS inspection, oil change and tire rotation.
- #9-2 vehicle was also at West Herr for service to the sway bar link, front brake pads and replacement of rotors. The parts for the recall are still not available.
- #9 vehicle was taken to Chevrolet for the recall.
- #7-1 has a problem with the door hardware on the right side middle door. The replacement parts are on order and should be received soon.

Custodian's Report: Custodian Jewett reported on the following:

- The men's toilet in the fitness room lavatory runs intermittently.
- There is a problem with the urinals in the men's room off the lobby. Batteries may need to be changed or units serviced. Commissioner Brodnicki advised he would have Bob Harms look at both situations.

OLD BUSINESS:

Upgrade if Wireless Internet – Status Report: Commissioner Wicka briefed the board that several issues are still open but it is not known if the ongoing problems are a result of the upgrading of the system. He has been working with the vendor to rectify issues that came up since the upgrade but believes that a more comprehensive approach may need to be taken with the upgrade of the new file server. Connectivity between both stations (Virtual Private Network – VPN) has been lost and no solution to fix the problem has been found. It is reported that the new file server and equipment should be ready to be installed very soon and he will arrange a conference between the file server vendor, the vendor for the Velocity access system and Red Alert to work out a solution to bring the entire system back to be fully operational.

Explorer Training & Program Requirements – Status Report: Asst. Chief Jewett reported that work is continuing this and expects to have more information available at the next meeting.

Flat Roof Project at Station #1 – Status Report: Commissioner Lewis reported he met with Brock Alexander from Carlisle Syn-Tec to climb on both flat roofs. Brock sent us a "ball park" quote for roof replacements. Using Brock's quote of \$23.00 a square foot, and measuring the roof's area using Google Maps, the rough estimate to do this work is about \$83,000.00. An additional cost will be providing protection above both HVAC duct work for the main hall and the upstairs meeting room, along with a concrete pre-cast 2'x2' walkway to be placed on the membrane roof to avoid snow and ice damaging the roof when it slides off. Brock also, when type of roof is approved, will take a sample "cut" of the existing roof to determine exactly what is there. We must keep moving ahead with this work, bid requests for roofing work have already be sent out to contractors this month, the longer we wait, the more expensive the work will be, and the later in this summer season the work will begin.

Mail Delivery Issues – Status Report: Commissioner Lewis discussed a possible remedy is to install a temporary street mailbox in front of the Fire Escape and have the post office do a temporary forwarding order (TFO) from the post office boxes to the street box. He will obtain the materials and work with the Secretary is setting up the TFO.

Proposal for Ceramic Tiles in District Offices: This was covered in the report for Station 1.

NEW BUSINESS:

Travel & Training Requests: None

New Class A & B Uniform Requests: None

Request for New Paging Minitors: The request by Chief Szczepanik to purchase new paging minitors to replace old, broken units was discussed. Commissioner Wicka made a motion to approve the purchase of fifteen (15) new units at a cost of \$395.00 per unit (which includes chargers and programming) for a total cost of \$5,925.00 with the funds appropriated from the established Capital Equipment Reserve Fund (A-700.6). Commissioner Brodnicki seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

New Portable Radios for Paramedics: Chief Szczepanik also requested that three (3) new portable

radios be purchased for the new paramedics. Commissioner Brodnicki made a motion to grant approval at a total cost not to exceed \$1,700.00 with the funds allocated from the same A-700.6 account.

Commissioner Lewis seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

ECFDOA Annual Meeting & Installation: Commissioner Lewis made a motion to approve attendance for all commissioners and due the nature of the agenda include the Chiefs and Fire Association President.

Commissioner Wicka seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

Review Policy of Signing in for Call Attendance: There was a brief discussion on the policy of having only one sign in sheet instead the ability of signing in at both stations. Chief Szczepanik suggested considering an option with Red Alert that would allow a fingerprint scan from either station that would go directly into the attendance portion of a call. Commissioner Wicka advised he will contact Alpine Software to discuss this option and costs.

AFDSNY Annual Meeting: Commissioner Wicka made a motion to approve attendance to the annual meeting to be held April 19-23, 2017 at the Desmond Hotel in Albany for all commissioners and due to the nature of the agenda, include the Treasurer and Purchasing Director. Commissioner Brodnicki seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

Apparatus Room Fire Doors: Asst. Chief Hauser suggested that options be looked at to prevent the doors entering the Apparatus Room from remaining open in case of a fire in the building. Commissioner Wicka advised he will discuss with our door vendor the costs of having magnetic hold openers installed that are tied to the fire alarm system. More will be discussed at the next meeting.

Training on Stabilization Tools: Asst. Chief Hauser and Asst. Chief Jewett spoke about getting advanced training on the stabilization equipment from the equipment vendor. They will bring back additional information at the next meeting.

HALL RENTALS & RETURNS:

George & Chris Schmidt; February 26, 2017 for a benefit: Commissioner Lewis made a motion to grant use of the facilities with a contract, no fee or deposit as Chris Schmidt is an active member of the department. Commissioner Brodnicki seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

William Schnorr; April 1, 2017 for a Family Wedding Reception: Commissioner Brodnicki made a motion to grant use of the facilities with a contract, no fee or deposit as William is an active member of the department. Commissioner Lewis seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

Jeffrey Lewis; April 8, 2017 for a Family Party & August 17, 2017 for a Rehearsal Dinner:

Commissioner Wicka made a motion to grant use of the facilities with a contract, no fee or deposit as Jeffrey is an active member of the department. Commissioner Lewis seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

Jeffrey DeVinney; April 29, 2017 for a Benefit: Commissioner Black made a motion to grant use of the facilities with a contract, no fee or deposit as Jeffrey is an exempt member of the department. Commissioner Brodnicki seconded the motion and the following vote was taken:

Ayes (4): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

ADJOURNMENT: With no further business to conduct the meeting was adjourned at 7:55 pm.

Respectfully submitted;
John R. Wicka; Secretary