



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

The regular meeting of the Board of Fire Commissioners of the Lake View Fire District for March 2017, 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	Excused	Treasurer Jewett	Excused
Commissioner Russell	Present	Purchasing Director Wicka	Present
		Attorney Notaro	Excused

**ADOPTION OF PREPARED AGENDA:** Commissioner Black made a motion, seconded by Commissioner Wicka, 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 (4): Lewis, Wicka, Black, Russell

Nays (0):

The motion carried.

The revised 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:** A notice was received from the fire association advising that James Pennacchio was accepted as an Associate Member at its meeting on March 6. Commissioner Lewis made a motion that James be accepted as an associate member. The following vote was taken:

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

Nays (0):

The motion carried.

The fire association also advised that Kevin Sullivan was returned to active status following his college leave. Commissioner Lewis made a motion that the action take it regular course and Commissioner Black seconded the motion. The following vote was taken:

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

Nays (0):

The motion carried.

**REPORT OF COMMITTEES:**

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

**Treasurer's Report:** Due to the excused absence of the Treasurer there was no report. A two-month report will be provided at the next meeting.

**Fire Station #1:** Commissioner Lewis advised that little has changed since his report in February and issues being worked on at that time are continuing.

**Fire Station #2:** Commissioner Brodnicki filed the following report:

- 1: The flapper valves in toilets in both down stairs bathrooms were changed by Bob Harms.
- 2: Paccillo Fitness will be drawing up a quote to put rubber mats throughout the weight room.
- 3: I requested a quote for a power rack for the gym as some members have concerns about safety if the current rack.

**Mechanical Report:** Commissioner Russell was advised that the spray wand in the kitchen needs to be repaired. He advised he will have it taken care of.

**Motor Vehicles:** Commissioner Black reported on the following:

- The batteries in #8 were replaced as one of them shorted out.
- #8 will be going to West Herr for an oil change and front end alignment.

**Custodian's Report:** No report.

### **OLD BUSINESS:**

**Upgrade of File Server and Internet- Status Report:** Commissioner Wicka briefed the board that 99% of the work associated with the file server has been completed and he will work with the vendor to be instructed on the software and program operations. Alpine Software advised that there may be work involved with transferring Red Alert over to the new server and they are preparing a quote for that work. Also, advised that the Virtual Private Network (VPN) between the stations has been fixed. It was determined that the router at Station #1 was removed when the wireless network was upgraded. It was not able to be located and AIS installed a new router. There may be an issue with the connectivity at the club and Commissioner Lewis advised he would look into that.

**Explorer Training & Requirements – Status Report:** Asst. Chief Jewett advised that the project is on-hold for the time being to determine if the proposed changes comply with NYS laws. They are also looking at how other departments operate their junior programs to determine the next course of action.

**Flat Roof Project at Station #1 – Status Report:** Commissioner Lewis advised he is working with the consultant to set up a meeting with the entire board to discuss plans and courses of action. He is hoping to get the meeting set up soon so we can move forward at the next meeting.

**Mail Delivery Issues – Status Report:** Commissioner Lewis advised he plans on purchasing the materials to install the temporary mailbox soon.

**New Pagers & Portable Radios – Status Report:** Chief Szczepanik advised that 12 new pagers were delivered and 3 are on back order. The new portable radios for the paramedics have been received and assigned. He requested permission to purchase programming software and hardware to program the new pagers at an anticipated cost of \$249.00. He was authorized to make the purchase.

**Policy of Signing in/Recording Call Attendance:** Commissioner Wicka briefed the board and officers of the new addendum sheets that can be used in place of purchasing hardware and software for Red Alert at a cost more than \$7,600.00. A few suggestions were made to make the sheets better and he advised he will adapt the changes on the next printing.

**Door Closures for Apparatus Room Doors – Status Report:** Commissioner Wicka reported that a representative from CASCO visited the stations last night to review the request and is working on a quotation.

**Training on Stabilization Tools – Status Report:** Asst. Chief Jewett advised that the cost to conduct the training for 40 people is \$2,300.00 plus the cost of providing lunch, a portable toilet and a wash station. John Previty offered the use 9 old cars to be used for training. The proposed date is September 21 & 22. Commissioner Lewis made a motion to approve the expenditure, not to exceed \$3,500.00 for the training with the funds allocated from the A-402.1 budget line (Specialized Training). Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

**Phone in Apparatus Room at Station 1:** Jr. Captain Schnorr reported that the phone in the apparatus bay has poor volume and static. Also reported was that the ring down line for the phone at Station #2 does not dial the correct number. Commissioner Wicka advised he will look into those issues.

#### **NEW BUSINESS:**

##### **Travel & Training Requests:**

- **IAFC/VCOS Symposium, November 9-12, 2017; Clearwater Beach FL:** Commissioner Lewis made a motion that approval be given for all Commissioners and Chiefs and due to the nature of the agenda include the Treasurer, Purchasing Director and fire association president. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Lancaster Fire Expo, May 19 & 20, 2017, Harrisburg PA:** Commissioner Wicka made a motion to approve attendance for up to 5 people to attend the vendor expo. Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **FASNY Training Seminar, March 28, 2018 in West Seneca:** Commissioner Lewis made a motion to approve attendance for any member who wishes to attend at a cost of \$20.00 per member. Commissioner Russell seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

**Damage to Parking Barrier at Station #1:** Commissioner Lewis reported that damage was done to one of the parking lot barriers in the rear of Station #1 recently. Commissioner Wicka advised that the surveillance camera recorded the incident that occurred on the evening of March 6. Commissioner Lewis advised that he will have Harry Lach make the needed repairs.

**New Bail-out Training Prop:** Asst. Chief Hauser requested permission to purchase the needed

materials to build on on-site training prop to practice bailout techniques. The cost should not exceed \$500.00. Commissioner Lewis made a motion to approve the expenditure with the stipulation that pressure treated lumber be used to build the prop. Commissioner Wicka seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

**UTV Training, Out of Area:** Asst. Chief Hauser requested permission to take the UTVs and trailer to Sinclairville for training in the coming months. He was advised just to provide notice that the vehicles will be out of the area.

**Recent Snowstorm and UTV Performance:** Asst. Chief Hauser advised of some of the challenges experienced with the UTVs during the recent snowstorm and the mutual aid to Woodlawn. The '07 unit has no heat in the cab and needs windshield wipers. In addition, the trailer does not have sufficient emergency lights. A general discussion followed and the officers were advised to compile an action plan for future budgeting purposes. In the interim, Commissioner Black will have two emergency lights installed on the rear of the trailer to allow it to be more visible when on the road.

the following vote was taken:

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

Nays (0):

The motion carried.

**Emergency Backup Generator at Station 2:** Asst. Chief Hauser advised that during the recent power outage, the generator at Station 2 operated but not all the plugs are on the system. As a result, the bay door for the mechanic's bay did not operate and the charging cord for #7-2 did not work. Commissioner Lewis advised that the entire building should be on whole house power from the generator and requested Commissioner Russell have Penn Power look into the situation and obtain a quote to have this remedied.

**Use of Vehicle #9 for Training to FDIC:** Approval was given to Chief Szczepanik to use the chief's vehicle to travel to Indianapolis IN for the FDIC conference in May.

### **HALL RENTALS & RETURNS:**

- **LVCA/LVVFA Exempts BBQ @ St #2; April 2, 2017:** Commissioner Lewis made a motion to grant use of the facilities as requested. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Lorraine Herniak, April 23, 2017 for a Baby Shower:** Commissioner Black made a motion to grant use of the facilities with no contract, fee or deposit as Mrs. Herniak is a member of the Auxiliary. Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Kyle Brodnicki, May 20, 2017 for a Family Party:** Commissioner Lewis made a motion to grant use of the facilities with contract, no fee or deposit as Kyle is a district officer. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Eden Football Registration; June 10, 2017:** Commissioner Lewis made a motion to grant use of the facilities as requested. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Mike Krull, Jr.; September 30, 2017 for a Family Party:** Commissioner Black made a motion to grant use of the facilities with contract, no fee or deposit Mike is a member of the fire department. Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

**Executive Session:** at 7:30 Commissioner Wicka made a motion that the Board enter into Executive Session to discuss potential disciplinary matters. Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

At 8:15 the Board returned to regular session.

**Review of Member Performance Records:** The chief was instructed to have the chief's clerk prepare a report of all member's activities regarding training, drill and call attendance for the period ending March 31, 2017 for the board to review at the next meeting. The secretary will send and post a notice for all members of the pending review period and that all members are expected to be in compliance with the district regulations regarding training, drills and call attendance by the next meeting.

**ADJOURNMENT:** With no further business too conduct, the meeting was adjourned at 8:20 pm.

Respectfully submitted,  
John R. Wicka  
Commissioner/Secretary

# LAKE VIEW FIRE DISTRICT

## Office of the Fire Chief

E-Mail Address: [lvfd@wny.twcbc.com](mailto:lvfd@wny.twcbc.com)

Website: [lvfire.org](http://lvfire.org)



### FIRE DISTRICT CHIEF OFFICERS

Mark D. Szczepanik: *District Chief*

Keith Hauser: *1<sup>st</sup> Asst. Chief*

Brittany Jewett: *2<sup>nd</sup> Asst. Chief*

**Mailing Address:**

**PO Box 345**

**Lake View, New York 14085-0345**

### FIRE STATION #1

**2005 Lake View Road**

**(716)627-3400**

**(716)627-4480 Fax**

### FIRE STATION #2

**6100 Lake Shore Road**

**(716)627-7941**



## CHIEF'S REPORT MARCH 2017

Calls for February:

EMS- 20

EMS Auto Accident- 3

Full Assignment- 2

Structure Fire- 2

Preliminary Assignment- 3

Special Equipment/Mutual Aid- 0

Public Relations Call- 0

Water Rescue-0

**Total-30**

Dan McCarthy is cleared as a paramedic. Laurie Masullo will be by the end of the month.

Following members are below requirements in calls or training:

Melanie Barrett- 1 training, good with calls. n

Daniel Schnorr- 1 call, 1 training

Mark Webster – 0 calls, 0 trainings (will probably resign)

John Carlin Jr- 0 calls, 1 training.

Madison Ford- 0 calls. In FF1.