



LAKE VIEW FIRE DISTRICT
Board of Fire Commissioners
Minutes of Meeting
October 9, 2018

The regular meeting of the Board of Fire Commissioners of the Lake View Fire District for October 2018 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	Present
Commissioner Russell	Present	Purchasing Director Wicka	Present
		Attorney Notaro	Excused

ADOPTION OF PREPARED AGENDA: Commissioner Russell 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 (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.

OPENING OF BIDS FOR 2018/2019 SNOPLowing CONTRACT: The secretary advised that for bids were received. He read the bids that ranged from a low of seven or \$725-\$900 per month. It was decided table this matter and have it discussed in executive session.

NEW MEMBERS: The secretary advised that the fire Association accepted Jacob Fiorello is a member at their previous meeting. Commissioner Lewis made a motion that Jacob be accepted as a provisional member. Commissioner Russell seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

The secretary then administered the oath of a firefighter to Jacob.

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 September which was reviewed and audited. After analyzing the list of processed invoices and the reviewing the abstract, Commissioner Lewis made a motion to accept the report and abstract as presented. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

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

- UNYTS BLOOD DRIVE DATES Friday Dec. 28, Wed. Jan 2nd, Thurs. Jan 3rd, Fri. Jan 4th, Wed. Jan 23rd, Thurs Jan 24th. Any date 3pm until 7pm.
- I have not heard from Harry Lach yet, I will continue to try and contact him until the end of the week, if not, I'll find another maintenance person. I spoke to Bob Harms last week and he is still not able to work due to a shoulder injury.
- I have emailed the following companies outside of advertising for epoxy flooring bids in the Hamburg Sun and posted on the District web site. Flex Flooring, CA Reed, Gorilla Flooring, Buffalo Epoxy Flooring, Floor Coatings etc., Engine Bay Floors.
- Station One roof drains were plugged with less than a quarter inch of leaf debris and dirt, which caused the flooding inside the building. The Burke road side roof was full to the top with water and this rain water rose above the wall flashing and that is what caused the flooding. I called Grove Roofing; they came out the same morning and found the roof drains plugged. I have a reminder on my calendar to have the drains cleaned in November after the leaves are off the trees, again in the spring, and late summer. I have been contacted by Frontier Claims; they will have an adjuster call me tomorrow.

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

- The three trees were removed from station to buy Tru-Dirt at the price of \$1900.
- Tru-dirt also relocated the shed to the inside gated area.
- With regards to the electric work, I've been in contact with Sheerer Electric and am still trying to work out a date that will meet Assistant Chief Hauser's schedule. They did state that there will be a charge of \$79 fee just come out and give a quote.

There followed a discussion with regards to the need for the quote fee. It was decided that it may be worthwhile to find another electrical contractor willing to provide quotations for free.

Mechanical Report: No report.

Motor Vehicles: Commissioner Black filed the following report:

- Engine 1 and 2 were taken to Churchville for the annual PM's. No additional work needed on E1.
- Suggested additional work to be considered on E2:
 - Seal for the PTO shaft leaking
 - Front engine cover leaking
 - Transmission output shaft seal leaking
 - Replacement of volt meter
 - Heavy corrosion of water tank cradles. Work would require removal of water tank.
 - Replacement of both front and rear springs
- 7-2 had oil changed, and front end alignment
- #8 was out of service due to the charge air tube for the turbocharger rupturing and causing the check engine light to illuminate and engine power being reduced.
- E2 had driver side top center scene light modified while pulling into station 2. Repair will be made at monthly inspection.

Asst. Chief Hauser advised that #9 vehicle may need more aggressive tires for the winter.

Custodian's Report: nothing of significance to report

OLD BUSINESS:

- **Fire Association parking lot issues impacting apparatus pad at station one – status report:** no change since the previous report.

Blacktop repairs at station one – status report: no change since the previous report.

2019 budget – status report: the secretary reminded everyone that the required budget hearing is October 17 at 7:00 PM followed by a special meeting to take action on the budget.

Flooring modifications at both stations – status report: Commissioner Lewis briefed the body that the bid opening will be November 6 at the next meeting. He is looking at possibly obtaining a PODS for Station number two in order to store equipment. These units are available under state contract pricing. We will have to decide if we plan on awarding the project for this year or wait till the spring. More will be on the next agenda.

NEW BUSINESS:

Travel & Training Requests:

- **Tactical EMS conference; January 4 – seven, 20 19 in Millville New York:** Asst. Chief Jewett advised that there are six members who are requesting to attend this training. The cost is \$865 per person which includes a registration and meals. Transportation will be done by fire District vehicles. Commissioner Lewis made a motion to approve attendance and Commissioner Russell seconded the motion. the following vote was taken:

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

Nays (0):

The motion carried.

Water damage if station one due to roof drainage problems: Commissioner Lewis briefed the board that he will be meeting with insurance adjusters on October 10. He was advised that due to the condition of the rear stairwell it will have to be replaced. Also the green carpet in the board room is in poor condition and will need to be replaced. He is waiting for the results of the insurance inspection and will brief more when known.

Board of Elections for 2018 Annual Elections– Resolution

WHEREAS Section 175-a of the Town Law provides for a system of registration for Fire District elections and

WHEREAS a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS such register shall be prepared from names of persons who have registered with the Erie County Board of Elections;

NOW, THEREFORE BE IT RESOLVED that the following resident electors of the Lake View Fire District are hereby appointed to constitute the Lake View Fire District Board of Elections for the Annual Fire District election to be conducted December 11, 2018:

Lisa Motz
Chairman

**Melanie
Motz**
Inspector

Amy Brown
Ballot Clerk

AND BE IT FURTHER RESOLVED that the Chairman, Inspector and Ballot Clerk be compensated in the amount of \$45.00 each for their services in preparing the registration records and attendance at the annual election

AND BE IT FURTHER RESOLVED that in the event any of the members appointed herein are unable or refuse to assume or perform the duties required of them, this Board of Fire Commissioners will appoint alternates who are resident electors

AND BE IT FURTHER RESOLVED that, if clerical help is deemed necessary, this Board of Fire Commissioners will consider the appointment of such clerical persons upon request of the Chairman of the Fire District Board of Elections.

This resolution is being set to motion by Commissioner Wicka, seconded by Commissioner Black and is subject to the following vote:

Commissioner Lewis	Yes
Commissioner Wicka	Yes
Commissioner Black	Yes
Commissioner Russell	Yes

This motion is approved.

Policy on Reimbursement of Personal Cell Phone Use: Commissioner Wicka proposed the following policy:

DRAFT – Personal Cell Phone Reimbursement Policy; effective Oct 6, 2018 (retroactive to 1/1/2018)

Purpose: Fire district officers (Commissioners, Chiefs, Treasurer and Purchasing Director) who use personal cell phones to conduct official fire district business are entitled to reimbursement for use of those phones based on the following methods:

1. For submissions where a detailed accounting breakdown is provided showing actual total minutes used and minutes segregated for fire department use reimbursement will be not greater than the listed plan amount based on a per call limit of \$.40 per minute. An additional allotment of \$10.00 per month will be permitted for text messaging not included in the total minutes calling plan.
2. For submissions where a detailed accounting breakdown is not provided by the cell carrier and where total minutes used are NOT detailed on the billing statement, reimbursement will not exceed an amount equal to the monthly calling plan amount provided by the cell carrier of the Lake View Fire District (e.g. the district's monthly calling amount per line as of 9/15/2018 is \$39.99 per line). Since communicating via text messaging is often the preferred method of communication between fire district/department personnel, an additional allotment of \$10.00 per month will be permitted for text messaging which may or may not be included in the total billed calling plan.
3. Reimbursement for the cost of cell phone devices will not be permitted and are the responsibility of the official submitting an invoice.

This policy may be amended in the event cell phone carriers modify or their billing methods and will be reviewed on an annual basis at the fire district organizational meeting.

Commissioner Wicka made a motion to adopt the policy and Commissioner Black seconded the motion. The following vote was taken:

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

Nays (0):

The motion carried.

Adoption of a sexual harassment policy and procedures: the draft policy and procedures distributed by the secretary were reviewed and discussed (See attached). The secretary reminded everyone that the training must be completed by the end of the year. Commissioner Lewis made a motion to adopt the draft policy and procedures and Commissioner Wicka seconded the motion. The following vote was taken:

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

Nays (0):

The motion carried.

2018/2019 LOSAP Service Agreement Fees & Schedule: Commissioner Wicka briefed the board on recent developments and reviewed the proposed service agreement with Penflex. There was slight increases in the costs. Commissioner Wicka made a motion to approve the service agreement with Penflex at the agreed-upon costs. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

GASB-73 Compliance Recommendation with Amato Fox: Commissioner Wicka briefed the board that our auditors would like the GASB-73 documentation for the coming year audit. Commissioner Wicka made a motion to approve the request and he will speak with Penflex concerning us.

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

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

Nays (0):

The motion carried.

Lancaster Christmas parade; November 24, 2018: the request from Chief Szczepanik was reviewed. Commissioner Wicka made a motion to approve the use of a vehicle to attend the parade and Commissioner Lewis seconded the motion. The following vote was taken:

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

Nays (0):

The motion carried.

Cancer and toxic decontamination procedures: Asst. Chief Hauser advised that procedures and requirements may be coming down the road they will have to deal with in the future. At this point in time we wait to see what the recommendations and procedures are.

Extrication gear: there was a discussion with regards to gear being purchased for non-interior firefighters. The gear should be given to those only will be considered as drivers only, EMS only and/or exterior firefighters. There was a discussion about spirit gear that should be stored in for use when a firefighter's main gear goes out of service.

UNYTS Blood Drive: Commissioner Lewis made a motion to approve the dates requested by UNYTS to conduct a blood drive if we should advertise that towards first responders. Commissioner Russell seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

HALL RENTALS & RETURNS:

Mikey Krull, Jr.; November 4, 2018 for a Fund Raising Event: Commissioner Black made a motion to approve use of the facility with contract, no fee or deposit. Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

New Cub Scout Pack – Various Dates: Commissioner Wicka made a motion to approve the dates for the new Cub Scout pack to use the main hall. Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Girl Scouts Information Day; February 16, 2019: Commissioner Lewis made a motion to allow the Girl Scouts to older event in the main hall on that day. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Iron Soldiers Riding Club; December 9, 2018 for a fund raiser: Commissioner Lewis made a motion to grant use of the facilities with the contract, fee in no deposit. Commissioner Russell seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Floor in the Main Hall: Commissioner Lewis briefed the board on the condition of the main hall and the need to look into having it sanded and refinished prior to the installation. He will gather more information and report back at the next meeting.

Executive Session: at 8:05 Commissioner Lewis made a motion that the board enters into executive session for the purpose of discussing a proposed contract. Commissioner Wicka seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Return to Regular Session: at 8:18 the board returned to regular session.

Veteran's Seasonal Services for the snowplowing for the coming season. Commissioner Wicka seconded the motion and the following roll call vote was taken:

Commissioner Lewis Yes

Commissioner Wicka Yes

Commissioner Black Yes

Commissioner Russell Yes

This motion is approved.

ADJOURNMENT: with no further business to discuss the meeting was adjourned at 8:20.

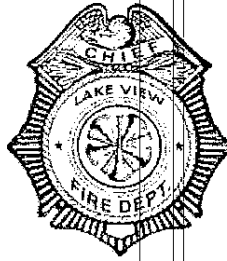
Respectfully submitted,
John R. Wicka
Commissioner/Secretary

LAKE VIEW FIRE DISTRICT

Office of the Fire Chief

E-Mail Address: lvfd@wny.twcbc.com

Website: lvfire.org



Mailing Address:
PO Box 345
Lake View, New York 14085-0345

FIRE DISTRICT CHIEF OFFICERS

Mark D. Szczepanik: *District Chief*

Keith Hauser: *1st Asst. Chief*

Brittany Jewett: *2nd Asst. Chief*

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 OCTOBER 2018

Calls for September

EMS-

EMS Auto Accident-

Full Assignment-

Structure Fire-

Preliminary Assignment-

Special Equipment/Mutual Aid-

Public Relations Call-

Water Rescue-0

**Call stats will be at meeting

Total-39

Looking for approval to take Engine 1 to Lancaster for Christmasville Parade on Nov 24th.

Drew Fiutko completed his EMT class.

Would like to be kept appraised of apparatus floor plans so I can make contingency plans when halls are out of service

Incident Run Log

Lake View Fire Department

Date Range: From 09/01/2018 to 09/30/2018

Fixed Property:

Company: All Companies

Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
09/02/2018	15052	2018-000390	13:45	1597	EVERGREEN DR		EMS call, excluding vehicle accident with injury	0.4
09/02/2018	15052	2018-000391	21:37		ERIE RD		Motor vehicle accident with injuries	2.0
09/03/2018	15052	2018-000392	08:26	25	BUFFALO ST	415	Dispatched & canceled en route	0.1
09/03/2018	15052	2018-000393	16:38	6530	HACKBERRY DR		EMS call, excluding vehicle accident with injury	0.6
09/04/2018	15052	2018-000394	15:46		SOUTHWESTERN BD		Motor vehicle accident with injuries	1.8
09/04/2018	15052	2018-000395	16:37		LAKEVIEW RD		Motor vehicle accident with injuries	0.4
09/05/2018	15052	2018-000396	09:04	6765	HELTZ RD		Cover assignment, standby, moveup	1.9
09/05/2018	15052	2018-000397	16:22	6102	DOVER RD		EMS call, excluding vehicle accident with injury	0.4
09/05/2018	15052	2018-000398	17:22	5893	LAKEVIEW TE		EMS call, excluding vehicle accident with injury	0.6
09/05/2018	15052	2018-000399	23:37	1259	PEPPERTREE DR		Dispatched & canceled en route	0.1
09/05/2018	15052	2018-000400	23:42	210	PIERCE AV		Dispatched & canceled en route	0.2
09/09/2018	15052	2018-000401	17:45	6382	SOUTHWESTERN BD		Outside rubbish fire, other	0.6
09/10/2018	15052	2018-000402	00:27	2264	HOBBLEBUSH LA		EMS call, excluding vehicle accident with injury	0.5
09/10/2018	15052	2018-000403	09:54	2819	LAKEVIEW RD		EMS call, excluding vehicle accident with injury	0.4
09/10/2018	15052	2018-000404	17:24	6122	OLD LAKE SHORE RD		Smoke scare, odor of smoke	0.2
09/11/2018	15052	2018-000405	07:12	6102	DOVER RD		EMS call, excluding vehicle accident with injury	0.7
09/11/2018	15052	2018-000406	18:22	6100	SOUTH PARK AV		Public service	1.1
09/11/2018	15052	2018-000407	19:31	5079	EAST PW		Building fire	1.5
09/13/2018	15052	2018-000408	11:25	2005	LAKEVIEW RD		Good intent call, other	0.3
09/14/2018	15052	2018-000409	04:50	5586	JUNO DR		Detector activation, no fire - unintentional	0.3
09/15/2018	15052	2018-000410	11:18	6415	LAKE SHORE RD		EMS call, excluding vehicle accident with injury	0.3
09/16/2018	15052	2018-000411	00:59	1944	HANLEY DR		EMS call, excluding vehicle accident with injury	0.8
09/17/2018	15052	2018-000412	15:11	1410	SCHOELLKOPF RD		EMS call, excluding vehicle accident with injury	2.7
09/18/2018	15052	2018-000413	08:48	4920	MT VERNON BD		Dispatched & canceled en route	0.2
09/18/2018	15052	2018-000414	12:59	3151	PLEASANT AV		Dispatched & canceled en route	0.2
09/18/2018	15052	2018-000415	13:10	5787	APOLLO DR		EMS call, excluding vehicle accident with injury	1.5
09/19/2018	15052	2018-000416	05:50	2577	BEVERLY AV		EMS call, excluding vehicle accident with injury	0.4
09/19/2018	15052	2018-000417	13:52	1410	SCHOELLKOPF RD		EMS call, excluding vehicle accident with injury	0.6
09/20/2018	15052	2018-000418	19:20	5057	LAKE SHORE RD		Building fire	0.1
09/20/2018	15052	2018-000419	19:24	2850	AMSDALL RD	L031	Dispatched & canceled en route	0.1
09/22/2018	15052	2018-000420	16:50	5891	DOVER RD		EMS call, excluding vehicle accident with injury	0.3
09/25/2018	15052	2018-000421	06:17	2608	SUNSET DR		EMS call, excluding vehicle accident with injury	2.0
09/25/2018	15052	2018-000422	08:35	6032	DOVER RD		EMS call, excluding vehicle accident with injury	0.3
09/25/2018	15052	2018-000423	15:22	6310	SOUTHWESTERN BD		EMS call, excluding vehicle accident with injury	0.2
09/25/2018	15052	2018-000424	18:19	5955	PINEHURST CT		EMS call, excluding vehicle accident with injury	3.5
09/27/2018	15052	2018-000425	08:19	5754	WEST LA		Building fire	3.2
09/27/2018	15052	2018-000426	12:02	5754	WEST LA		Outside rubbish fire, other	0.3
09/27/2018	15052	2018-000427	23:47	2189	MARINA DR		EMS call, excluding vehicle accident with injury	0.5
09/29/2018	15052	2018-000428	19:30	2171	MARINA DR		EMS call, excluding vehicle accident with injury	0.4

Total Number of Incidents: 39

Total Length of Incidents: 31.7 Hours