



LAKE VIEW FIRE DISTRICT
Board of Fire Commissioners
Minutes of Meeting
February 13, 2013

The regular meeting of the Board of Fire Commissioners of the Lake View Fire District for February, 2013 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 Mahaffey | Present |
| Commissioner Wicka | Present | Asst Chief Richardson | Excused |
| Commissioner Ross | Present | Asst Chief Szczepanik | Excused |
| Commissioner Black | Present | Treasurer Jewett | Present |
| Commissioner Milligan | Present | Purchasing Director Wicka | Present |
| | | Attorney Notaro | Excused |

ADOPTION OF PREPARED AGENDA: Commissioner Lewis made a motion, seconded by Commissioner Ross, 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, Ross, Black, Milligan

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: New member Kyle Ciesla was in attendance and the Secretary introduced him to the rest of the board, chiefs and other district and department officers. He then administered the oath of a new firefighter.

REPORT OF COMMITTEES:

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

Treasurer's Report: The Treasurer presented her report and abstract for January 2013, which was reviewed and audited. After the review and audit, Commissioner Ross made a motion to accept the report and abstract as presented. Commissioner Black seconded the motion and the following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

The prepared 2012 Annual Financial Report presented by the Treasurer was reviewed. Upon completion of the review, Commissioner Wicka made a motion to accept the report and Commissioner Milligan seconded the motion. The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

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

- I spoke to Bob Harms today and asked about the timer light switches we are waiting to have installed. He went to Lowes today and found they were in; he was never called after ordering them. He will install them this Friday. He will also take a look at the new led lights on the walkway when he comes out for the light switches to determine what needs to be done to repair those.
- The generator acted up twice this last month, the first time it went into alarm, I reset it and tested it, all worked well, and the alarm cleared. The second time it went into alarm, it was an auxiliary fault, I could not clear it, so Penn Power was called. It turned out to be low engine coolant. I asked the mechanic how this could happen with regular checks and no leaks; he stated the block heater could have caused it due to the cold weather. I told him respectfully that that cannot be true as the block heater keeps the engine coolant at 65 degrees, not warm enough by far to cause an overflow or evaporation problem. He agreed with that statement and stated he would follow up with the Office to make sure the pm's are being completed thoroughly. On a good note, they were called in the middle of the snow storm and came out by 4pm that day.
- Mary Wicka finished up the lobby painting with another person who had community service hours to perform, prior to the Installation Banquet. Mary worked along with that person and completed the painting work.
- The Community groups using the building should be notified that they have to do much better in using our chair store room, or loose this space, it is increasingly difficult to get at the CO-2 bottles, chair racks, table racks, etc. with all of the items lying around this room.
- Under new business, I will discuss some further issues with the parking lots on both the front and rear of the Building.

There was a discussion with regard to missing ceiling tiles in the storage room off the main hall and Commissioner Lewis stated he will look into that. In addition, it was reported that it appears that the Lake View Home Bureau may have placed moth balls, or some other substance, in their storage cabinet which emits a strong odor. Commissioner Wicka advised he will take this matter up with them and ask them to remove the substance.

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

- I had to take one treadmill in the gym out of service because the motor is making a squealing noise. I will check with Bert's Bikes to see if they can do something with it. This treadmill is the oldest of the three so it may not be worth fixing.
- It was reported that there was a leak in the roof above the gym area. A call was made to Bob Harms first to see if it was something simple but he reported that there was a problem around one of the vents that are on the roof. A call was then made to Weaver Roofing and they were able to fix the area and patch around the vent. It appears it is now fixed.

Mechanical Report: Commissioner Milligan reported that any problems that were reported have been addressed and there is nothing needing attention at this time.

Motor Vehicles: Commissioner Black presented the following report:

- Monthly PM completed.
- 9-1 Vehicle- Sent to West Herr Chevrolet for recall concerning possible cracked transmission filler tube. Installed new tires.
- E2 Alternator failed while operating at Lake Shore Fire. Exchange alternator was installed by Churchville. Unit was out of service four days.

- E1 - On board charger malfunctioned. Spare unit that we had rebuilt from E3 was installed. #1 unit will be repaired and put back on unit.
- 7-1 -flashlight base for one hand light needs to be repaired or replaced. Does not charge light.

Custodian's Report: Barb Lewis filed the following report:

- Thanks to John for getting more ice melt. Hopefully we won't have to use much more.
- I want to apologize for the broken lights on ramp. I believe it may have been me that broke them. I realized it the other day when I was snow blowing, I hit one of them. It dawned on me that it was probably me that hit the others. I'm really sorry.
- I hate to keep reporting about groups that use the main hall. However, Just to sum up some of items found, although small, still a constant headache.
 - Both bathroom toilets have sneaker prints all over them.
 - Room is not put back the way it was found. Tables and chairs everywhere, garbage bins in back hall, doors to bar area left open, search for broom and dust pan, flags are never put back.
- Once baseball begins, I will find stickers from the new uniforms stuck to the floor, tags thrown about. It seems nobody from these organizations cares.

A discussion followed about the groups using the facilities, the storage areas they use and how their equipment is left and the need to make changes. It was discussed about having these groups move their equipment into the old coat room. Commissioner Wicka will discuss these issues with the groups.

OLD BUSINESS:

Changes to LOSAP Death Benefit Proposal – Status Report: Commissioner Wicka advised that he has received group enrollment forms from most of the members but several are still outstanding. He has forwarded to our agent the completed forms.

Fire & NIMS Data Conversion to Red Alert – Status Report: Commissioner Wicka briefed the board that the vendor began developing the program to fit the needs of our program and work continues. It is expected that the program should be completed by the end of the month. At that point training can begin on the test product. After that, the current data will be converted into the new program and the new system will be fully utilized. The next phase, of the mobile system for the command vehicles will follow.

Annual Inspection Follow-up Report – Status report: Chief Mahaffey reported that Asst. Chief Szczepanik continues to work on this.

New High-band Radio for Ambulance – Resolution:

Resolution to use Sole Source Provider for Purchase

WHEREAS the purchase of 45 portable radios and 9 mobile radios were purchased on NYS contract pricing through Saia Communications from a grant provided through the FEMA AFG program and

WHEREAS it is now necessary to purchase an additional radio for the ambulance to communicate between the ambulance, MERS Control and medical facilities and

WHEREAS Saia Communications has the maintenance contract for the 54 radios already purchased through a warranty provided by the manufacturer and

WHEREAS it is appropriate and cost effective to have Saia Communications have the responsibility to maintain all the radios

purchased for the transition from low-band to high-band

THEREFORE, BE IT RESOLVED that the purchase of one (1) new high-band radio for the ambulance be purchased from Saia Communications at the sole quoted cost of \$958.50 (plus installation) and based on the proposal dated January 21, 2013 with no other bids being sought and that the funds being allocated from the established Capital Equipment Reserve Fund.

This resolution is set to motion by Commissioner Wicka, seconded by Commissioner Lewis with the following vote:

| | |
|-----------------------|-----|
| Commissioner Lewis | Yes |
| Commissioner Wicka | Yes |
| Commissioner Ross | Yes |
| Commissioner Black | Yes |
| Commissioner Milligan | Yes |

The motion was approved.

Water Line Upgrades on Southwestern Blvd. – Status Report: Commissioner Black questioned Chief Mahaffey if any word was received on the request to have the water main along Southwestern Boulevard upgraded. Chief Mahaffey advised that the last communication he received from the Erie County Water Authority was that the study was underway and that a completed report is expected this spring. Commissioner Wicka suggested that if we do not hear anything by June then we may want to consider asking Legislator Lynn Dixon to have the matter looked into.

NEW BUSINESS:

Travel & Training Requests: Chief Mahaffey advised that he received a request from five (5) members to attend a two-day seminar in Bristol, NY on Class A Vehicle Extrication Techniques on April 20 & 21, 2013. The cost is \$300 registration fee plus travel, meal and lodging expenses. He reviewed the request and found the 5 members eligible. Commissioner Lewis made a motion to approve attendance and Commissioner Ross seconded the motion. Under question, Commissioner Wicka questioned why the Travel and Training forms used by the district for the last several years were not completed and submitted to the district as required by our policy. A discussion followed and it was decided that we should approve the request and recommendation by the Chief but that the forms must be submitted to the district within one week. With that, the following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

Sale of Second Batch of Old Low-band Radios: Commissioner Wicka advised that once we receive the payment for the first batch of radios that were sold through the auction vendor, he will prepare the needed information for the second batch, which will include the old, low-band mobile radios.

Purchase of New Indoor Flag Poles and Holders: Commissioner Wicka was granted permission to purchase new poles and holders to replace the current units that do not match.

Renewal of Refuse Contract with Waste Management: Commissioner Black made a motion, seconded by Commissioner Ross, to renew the contract for Station #1 at the quoted price. The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

Renewal of Blanket Insurance Policy: After reviewing the policy renewal information and endorsements presented by the agent, Commissioner Wicka made a motion that we approve the renewal of the policy effective March 1, 2013. Commissioner Black seconded the motion and the following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

Approval to Authorize Recommendation for Proposal for Professional Auditing Services:

Commissioner Wicka briefed the board that the contract with the current auditing service has expired and based on discussions with the Treasurer, and due to past performance by the auditor, it is recommended we issue an RFP for a new audit firm. Commissioner Wicka made a motion, seconded by Commissioner Lewis that a RFP be issued for this purpose with responses returned by the next meeting.

The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

Gasoline Vendor Changes: There was a brief discussion with regard to a promotion received from Sunoco Universal Card services which provides a discount on gas purchases and if this is different from the current vendor, Sunoco Suntrack. Commissioner Wicka advised he is looking into this and will have more information by the next meeting.

Parking Lot Barriers: Commissioner Lewis briefed the board on the condition of the current barriers and the necessity to look into changing the devices because of the condition. Commissioner Wicka made a motion, seconded by Commissioner Milligan, to authorize Commissioner Lewis to prepare a scope of work and advertise for bids and quotations to be presented at the March meeting. The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):

The motion carried.

LED Sign Board: Commissioner Wicka briefed the board that recent communications were received offering discounts and plans on LED signage that we may want to consider for Station #2. Commissioner Ross stated he will look into the information and report back at the next meeting.

Changes to the Competitive Bidding Process: Commissioner Wicka briefed the board and other officers on recent changes to New York State law with regard to competitive bidding. With these changes it may be prudent to modify our Procurement Policy that was adopted at the January 2013 Organization meeting. Commissioner Wicka will research this and report back at the next meeting.

HALL RENTALS & RETURNS:

Paul Farley / Ann Kirkwood; April 27, 2013 for a Memorial Service & Breakfast: Commissioner Wicka made a motion, seconded by Commissioner Lewis that use of the facilities is granted with a contract, fee and deposit. The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan

Nays (0):
The motion carried.

Mary Camus; May 19, 2013 for a Wedding Reception: Commissioner Lewis made a motion, seconded by Commissioner Ross, to grant use of the facilities and that due to Mrs. Camus being an active member of the Auxiliary, a contract and security deposit be requested but no use fee. the following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan
Nays (0):
The motion carried.

Christopher Schmidt; June 22, 2013 for a Family Party: Commissioner Lewis made a motion, seconded by Commissioner Back, to grant use of the facilities and that due to Mr. Schmidt being an active member of the department, a contract and security deposit be requested but no use fee. The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan
Nays (0):
The motion carried.

Executive Session: At 8:12, Commissioner Lewis made a motion, seconded by Commissioner Wicka, that the board enters into Executive Session to discuss a number personnel issues. The following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan
Nays (0):
The motion carried.

At 8:28, the board returned to Regular Session.

Status of Firefighter Brittany Frazzini: Commissioner Lewis made a motion that Firefighter Frazzini be dropped from the active rolls of the department due to residency requirements. Commissioner Ross seconded the motion and the following vote was taken:

Ayes (5): Lewis, Wicka, Ross, Black, Milligan
Nays (0):
The motion carried.

ADJOURNMENT:

With no further business to discuss, the meeting was adjourned at 8:30 with the next meeting scheduled for March 13, 2013.

Respectfully submitted,
John R. Wicka
Commissioner/Secretary

LAKE VIEW FIRE DISTRICT

Office of the Fire Chief

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

Website: lvfire.org

FIRE DISTRICT CHIEF OFFICERS

Terry J. Mahaffey; *District Chief*

Robert J. Richardson; *1st Asst. Chief*

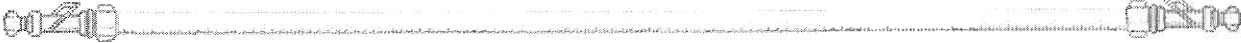
Mark Szczepanik; *2nd Asst. Chief*



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



Jan 2013 Chiefs Report

Dispatch Call Type Summary: NFIRS History Date Range: From 01/01/2013 to 01/31/2013

Agency: Lake View Fire Department

Code Dispatch Call Type Jan-2013 Total

EMS 27

ALARM Activation 6

Working Fire 0

Structure Fire 0

EMS Auto Accident 5

CO - No Symptoms 3

CO with Symptoms 2

Vehicle Fire 1

Vehicle Fire Near Building 0

Miscellaneous Alarm 1

Misc Rubbish/Brush 1

Misc Electrical Problem 0

Misc Gas Problem 0

Misc Water Problem 0

Misc Traffic Control 0

Misc Mutual Aid 0

EMS Snow/Transportation 0

Referral 0

TEST - DISREGARD 0

Total 46

Road are slick, respond with caution to halls and scene. Take your time getting from vehicle to inside hall.

Wash / hose down the vehicles after calls.

2012 top respondeds plz pick up your gift

Kyle Bradniki - EMS capt

Town chiefs dues

out of town training (Heavy Truck Extraction)

Scene support moved to Orchard Park