



LAKE VIEW FIRE DISTRICT
Board of Fire Commissioners
Minutes of Meeting
February 13, 2019

The regular meeting of the Board of Fire Commissioners of the Lake View Fire District for February 2019 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 Hauser	Present
Commissioner Wicka	Present		Asst. Chief Jewett	Present
Commissioner Black	Present		Asst. Chief Schmidt	Present
Commissioner Brodnicki	Present		Treasurer Jewett	Present
Commissioner Russell	Excused		Purchasing Director Wicka	Excused
			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 (4): Lewis, Wicka, Black, Brodnicki

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 Hauser presented his report, which is attached. It was also reported that the chiefs are looking into the recent reprogramming of the portable radios inasmuch as the "man down" devices are not working. They will have the corrections made.

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

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

Nays (0):

The motion carried.

The Treasurer presented the 2018 Annual Report, which was reviewed and audited. After analyzing the list of expenditures, receipts and fund balances, Commissioner Black made a motion to accept the report as presented. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

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

- Harry Lach has completed the following work, mounted all the paper towel dispensers in truck room and kitchen, mounted the old IAR tv from the truck room in the banquet hall barroom, installed a switched outlet above the sound system, installed the baby changing station in the lobby handicapped rest room. He repaired the ladies room faucet, refastened the door closer to the main hall, adjusted hinges on truck room to lobby door, lobby men's room due to wedges placed on the hinge side of the door, causing them to bend and hit the frame, would not close. He cut the stainless-steel dishwasher portable tables to fit against the machine, repaired the track lighting behind the banquet hall bar, and replaced two bulbs. Replaced two bulbs on ceiling mounted track lighting in the main hall. Removed the two main hall fan exhaust switches and replaced switch plate with a blank. Replaced a broken wall receptacle in the main hall where laptops are plugged into for AV system connections.
- I called Andrew at Grove Roofing on Monday and left a message, Andrew called me back Tuesday am and stated they would be out to check the flat roofs where the new ceiling tiles are stained by water Wednesday morning. They have not been out yet.
- I called Bob Harms regarding relocating the shore power cords in the truck rooms, Bob is currently out of state on vacation.
- Regarding the discussion last month about the flat room drains, there are grates on the drains, these become blocked by leaves, that is why the roof filled with water and overflowed into the building. Bob Harms had a reminder to check roof drains every spring and fall, but due to his injury, he did not work for us for over a year. I now have those checks on my calendar to remind me to have them cleaned out April 1st and October 30th.

Fire Station #2: Commissioner Brodnicki presented the following report:

- The entire building was reported to be extremely cold last month. Bob Harms came out, found dead batteries in the thermostat & replaced them.
- I met with Chris Richardson about the proposed new equipment for the weight room. He is going to get me list of requests, and prices.
- The sauna is no longer working. I contacted Creekside Hot Tubs who repair saunas. They expect it will be difficult to find parts for a unit that old. A new sauna would be approximately \$2000-4000 if it's not able to be fixed.
- After Hamburg Overhead Door came out last month and removed the ball from the bay door's track. Shortly after that, I received one more complaint about the garage door. I tried replicating it & could not. I have gotten no other complaints since.

FF Richardson reported on the list of suggested equipment discussed for the fitness room. Chief Hauser recommended that a committee be formed to look at reconfiguring the room to safely accommodate all the equipment. A discussion followed and it was determined that when the last new equipment was purchased, the vendor did do a layout of the room to accommodate all the equipment which was part of the purchase. Also discussed was the need for a weight sled that could replace the mannequins used for practicing rescue operations. The matter was left undecided.

Commissioner Wicka made a motion to approve the purchase of recommended equipment with the exception of the weight sled, which may be added at a later time.. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Mechanical Report: Commissioner Russell presented the following written report:

- I was notified about the faucet in the ladies' bathroom, at station 1, not functioning properly (no water pressure) on 1/9/19 at the meeting. I attempted to replace the batteries for the faucet on the 10th with no luck correcting the issue. I notified Bob Harms who came out on the 14th and he was successful in fixing the problem but never told me exactly what the issue was.
- The 2nd issue was the gas stove in the kitchen that was brought to my attention on 1/13/19. When I found that the left side pilot was out, I attempted to re-light the pilot with no luck. After numerous phone calls I located a company called Appliance Installation & Services (AIS) located on Genesee St in buffalo who came out and replaced the thermal coupler. This fixed the issue. I was happy with AIS in the service provided. They were helpful with diagnosing the problem and came out and fixed the problem in a timely matter. I called on the 15th and it was repaired on the 16th. Now that they serviced our appliance, the appliance is in their system so if we have any further issues, they will already know what we have. I don't know them from Adam, but I was pleased in the service they provided so we may want to keep them in mind if we need work done in the future.

Motor Vehicles: Commissioner Black filed the following report:

- Monthly PMs were completed.
- Front Arrow Stick controller on E1 has been replaced.
- Reported that the side rotators on cab of E2 re not working. Problem has been identified as a burnt relay socket. Parts are on order.
- Lock for drug drawer on #8 has been repaired.
- Estimate received for paint repairs on #7-1; \$729.00

A motion was made by Commissioner Black, seconded by Commissioner Lewis, that the paint repairs for #7-1 be approved with funds allocated from A-409. The following vote was taken:

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

Nays (0):

The motion carried.

Custodian's Report: Custodian Jewett reported that more ice melt was order and was delivered. We now have an ample supply for this season.

OLD BUSINESS:

Relocation of Hanging Electric Cords @ Station #2 – Status Report: Commissioner Lewis advised he will set up a time when he and Chief Hauser can meet with Harry Lach to look at what is requested and how to make the suggested changed. The matter was tabled.

Review & Discussion on Change to Insurance Carriers: the review of the recommendations presented by The Evans Agency were discussed. After the discussion, Commissioner Wicka made a motion to approve the recommendation from our agent to renew the insurance coverage with Utica National and that the worker's compensation policy currently in place for salaried employees be changed to Safety Group 497 which will result in monetary savings. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Flooring Modifications to Offices at Station 1 – Status Report: Commissioner Lewis reported that Harry Lach is ready to start the work and that it would be beneficial if all the equipment in both offices be moved to assist with the installation of the new floor. Further discussed was the benefits of having all the equipment dismantled and coded by AIS and then have all the cabling reinstalled in an efficient manner. It was decided to have Commissioner Wicka contact AIS to arrange for their assistance in the breakdown & 20).

FF Best Practices – Status Report: Chief Hauser presented a list of proposed officer duties and suggested officer qualifications that he will discuss with the junior officers at an upcoming meeting. There may be some additional minor changes. Commissioner Wicka will make copies of the proposals and distribute. The matter was tabled.

Station #2 I Am Responding Monitor – Status Report: Asst. Chief Jewett and Commissioner Wicka briefed that a new wireless extender was installed and if providing better connectivity. The system does “hang-up” on occasion, but it easily fixed when the Chrome is reset.

New Storage Cabinets – Status Report: Asst. Chief Jewett reported the units are being ordered shortly and will be delivered prior to the next meeting.

New Flooring for Apparatus Rooms – Status Report: Chief Hauser advised that he would like to have a better idea for the timing of the installation of the new floors and especially if there is a decision to replace the grates and hardware for the same. Time will be needed if these items are to be replaced with new ones. Commissioner Lewis advised he will look at the costs, time frames and installation requirements if we look to replace these items. He will also contact the vendor to determine their time table for the project. Commissioner Wicka advised that the period of April 28 through May 10 has been set aside for the project but may be changed, if needed. The matter was tabled.

Annual FF Physicals: Chief Hauser advised that he is scheduling the physicals for April, to be followed up in the same month with the annual inspection. He is proposing only one Monday date for the physicals inasmuch as the vendor will charge an additional \$1,800.00 if they do a second visit with fewer than nine (9) members.

NEW BUSINESS:

Travel & Training Requests:

- **Harrisburg Fire Expo; May 17 & 18, 2019:** Commissioner Black made a motion to allow up to 4 members to attend. Commissioner Lewis seconded the motion, which came under question when we should open it up to more members. After moving the question, the following vote was taken:

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

Nays (0):

The motion carried.

Proposal – Verizon on Upgrading of Telephone Systems: Commissioner Wicka led a discussion on the proposal submitted by Verizon to upgrade our telephone systems to integrate with our wireless capabilities and cellphones. The representative from Verizon will provide a presentation and an overview

on the benefits of the upgrade. It would also result in a decrease of our communication bills. Commissioner Wicka was advised to set up the presentation for the district officers and chiefs. The matter was tabled.

PM Renewal Agreement with Penn Power Systems: Commissioner Lewis advised that he reviewed the renewal proposal from Penn Power and noted a slight cost increase, basically the cost of inflation. Commissioner Lewis then made a motion that the district renew the contract and requested a roll call vote. Commissioner Wicka seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Gowanda Ambulance Service, Request for Certificate of Need: The matter was discussed and decided that no action be taken on the request at this time.

2019 Annual Meeting & Installation of ECFDOA, March 16, 2019: Commissioner Wicka made a motion to approve attendance for all commissioners and due to the nature of the agenda include the Treasurer, Purchasing Directors and Chiefs. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

AFDSNY Annual Meeting, May 2-4, 2019 in Albany NY: Commissioner Wicka made a motion to approve attendance for all commissioners and due to the nature of the agenda include the Treasurer, Purchasing Director and attorney. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

AMR Contract Renewal with the Town of Hamburg: Chief Hauser reminded the board that the town-wide contract with AMR will be renewing in 2020 and that he will keep the board apprised of developments with that program.

Power Supply for Computer in Chief's Office: Chief Hauser requested that a UPS be purchased for the one desktop computer to avoid interruptions problems. Commissioner Wicka advised he will make the purchase.

Committee to Plan for Replacement of Ambulance #8: Chief Hauser advised that with the current ambulance reaching 10 years in service and experiencing periodic issues with reliability, he is requesting permission to appoint a committee to plan for a new unit. He was approved to appoint a committee to draw up specifications for purchase in later 2019 and delivery in 2020.

Policy Use of Unit #7-2 for Training, etc.: Chief Hauser led a discussion on what the proper policy is for using #7-2 for training and the number of members needed for using it. Several issues were discussed

where it may be more beneficial for members to use their personal vehicles and submit for mileage and/or the number of members needed when using the vehicle. The issues were recognized and determined that when issues arise, they should be handled on a case-by-case basis.

HALL RENTALS & RETURNS:

- **Lance & Missy Bishop; August 3, 2019 for a Family Party:** Commissioner Wicka made a motion to grant use of the facilities with a contract, fee and deposit. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Mark & Sharon Dudziak; March 16, 2019 for a Family Party:** Commissioner Wicka made a motion to grant use of the facilities with a contract, no fee or deposit as the Dudziak's are exempt members 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.

- **Chris Richardson; March 24, 2019 for a Family Party:** Commissioner Lewis made a motion to grant use of the facilities with a contract, no fee or deposit as Chris 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.

- **Andrew Russell; June 1, 2019 for a Family Party:** Commissioner Brodnicki made a motion to grant use of the facilities with a contract, no fee or deposit as Andrew is a district officer. Commissioner Wicka seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **John & Mary Wicka; June 15, 2019 for a Family Party:** Commissioner Lewis made a motion to grant use of the facilities with a contract, no fee or deposit as the Wicka's are district officers. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

- **Kingdom Hall; May 18, 2019 for a Church Dinner:** Commissioner Wicka made a motion to grant use of the facilities with a contract, fee and deposit as long as it does not conflict with the apparatus room flooring project. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Modification of Hall Use Charges: Commissioner Wicka made a motion that the Use Fee for the renting

the hall be increased to \$500.00 and that bartender/server charges be increased to \$15.00 per hour effective with contracts written after February 14, 2019, Commissioner Lewis seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Executive Session: At 8:25 Commissioner Lewis made a motion that the board enter into Executive Session to discuss a personnel disciplinary matter. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

The Board returned to Regular Session at 8:53.

Letter to Fire Association Regarding Water Run-off: The secretary was instructed to prepare and send a letter to the Fire Association requesting that sandbags be put in place along their parking lot and entrance onto the drive-thru ramp and direct water run-off towards the receiver on the fire district property in front of the east side of the building. Commissioner Wicka advised he will send a letter.

Scheduled Trainings for Workplace Violence and Sexual Harassment: Asst. Chief Jewett advised that additional trainings on these subjects will be scheduled again in March for those who have not yet attended.

ADJOURNMENT: With no further business to conduct, the meeting was adjourned at 9:00 pm.

Respectfully submitted.

John R. Wicka

Commissioner/Secretary