



LAKE VIEW FIRE DISTRICT
Board of Fire Commissioners
Minutes of Meeting
April 11, 2018

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

ADOPTION OF PREPARED AGENDA: Commissioner Brodnicki made a motion, seconded by Commissioner Black, 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.

OPEN SEALED BIDS FOR LAWN CARE SERVICES: The secretary opened and read aloud five (5) sealed bids received for the lawn care contract for the 2018 season. The matter was held for old business.

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: The secretary advised that Brittany Cudeck was accepted by the fire association at its last meeting. Commissioner Lewis made a motion that Ms. Cudeck be accepted as a provisional member. Commissioner Wicka seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

REPORT OF COMMITTEES:

Chief's Report: Chief Szczepanik presented his report, which is attached. He also stated that if the call volume continues pace as the first quarter we will surpass 600 calls for 2018.

Treasurer's Report: The Treasurer presented her report and abstract for March 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.

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

- I called CIR Electric twice in March to repair the clock outside Station Two, twice Fred stated he would call me “tomorrow” and never did.
- Bob Harms repaired the generator enclosure behind Station One.
- Grove roofing called me the week of March 19th to ask if the snow had melted off the roof of Station Two, I told them it did not (lots on the ground still) so they stated they would check back in a couple of weeks. They have not called yet. I agreed that they should not shovel off the roof earlier in March (when Kyle was out of Town) to save the District noticeable money in labor.
- Southtowns AV has installed the new Audio Rack which locks, as it should. Many times, in the past at least both Commissioner Wicka and I have noticed that folks adjust the settings without knowing anything about operating the system, and cause it to stop working, the most recent was at the Association Installation Banquet. I checked it after the work, a new master power switch is installed along with the new wireless microphones, if anyone needs to use the system, they will have to go through a Commissioner. I will type up instructions, again, and leave them on top of the cabinet, again, and hope they are not removed. The only way to access the system is to get the key on the side of Commissioner Wicka’s cabinet (on a lanyard) and unlock it and showing folks what knobs not to touch.

Fire Station #2: Commissioner Brodnicki reported that he received requests that an abdominal machine and a weight lifting belt be obtained for the fitness room. He expects the total cost to be less than \$400.00. Commissioner Lewis made a motion to approve the purchase at a cost not to exceed \$400.00. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Mechanical Report: No report.

Motor Vehicles: Commissioner Black presented the following report:

- Ambulance was taken to Dell Electric in Hamburg to diagnose starting issues. Problem was related to positive cable.
- All 3 command vehicles were taken to WH for various service work.
- Monthly inspections have not been completed for the month.

Custodian’s Report: The custodian had nothing of significance to report.

OLD BUSINESS:

Auditing Services – Status Report: The treasurer advised that everything is set to go with the auditors and that the chairman will need to sign the contract. Commissioner Lewis advised he would sign the contract after the meeting.

Replacement of Oldest Command Vehicle – Status Report: Commissioner Wicka advised that the new vehicle is at Basil Chevrolet and he introduced the following resolution:

**LAKE VIEW FIRE DISTRICT
RESOLUTION ON DISPOSITION OF 2012 COMMAND VEHICLE**

WHEREAS the Lake View Fire District has purchased one (1) new 2018 Chevrolet Tahoe for use as a command vehicle and

WHEREAS the oldest command vehicle in the fleet is a 2012 Chevrolet Tahoe with approximately 65,000 miles and

WHEREAS with the addition of the new command vehicle, the 2012 command vehicle is no longer of use to the fire district and hereby considered a surplus vehicle and

WHEREAS the 2012 vehicle has a valued worth of approximately \$16,000 to \$20,000, based on current and fair market value and

WHEREAS it is in the best interest of the fire district to dispose of this vehicle based on a sale to the highest bidder through a sealed competitive bid process

NOW, THEREFORE, be it resolved that the Board of Fire Commissioners directs the Secretary to post a notice on the fire district website advertising for sealed bids for a period of seven (7) business days (ten calendar days) with notice to the Hamburg Sun, advising that sealed bids will be opened, read aloud and possibly acted on at a special meeting of the Board of Fire Commissioners on Monday, April 23, 2018 at 7:00 pm in the Charles A. Spittler Meeting Room, in accordance with Public Officers Law.

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

Commissioner Lewis	Yes
Commissioner Wicka	Yes
Commissioner Black	Yes
Commissioner Brodnicki	Yes
Commissioner Russell	Excused

The resolution was approved.

Review of Quotations for Graphics Package for New Vehicle: the quotations from three area vendors were reviewed and discussed. Commissioner Wicka made a motion that the lowest responsible bidder be approved at the cost presented.

Fire Association Parking Lot Issues Impacting Apparatus Pad @ St. #1 – Status Report:

President Gene Jewett reported that discussions are on-going with the town highway superintendent and his deputy. The matter was tabled.

2018 Lawn Care Mowing Contract: Commissioner Wicka made a motion that this be discussed in Executive Session as it involves a contract. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Kitchen Accessories – Status Report: Commissioner Wicka advised that this is a work in progress and he expects a completion report at the next meeting.

Relocation of Chief’s Office and Surplus Equipment: Captain Schmidt presented a list of equipment that was removed from the office and is no longer of any use to the district. Commissioner Lewis made a motion that the equipment on the list be determined surplus, the list be given to the Purchasing Director to remove the items from the inventory list. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

NEW BUSINESS:

Travel & Training Requests:

- **IAFC/VCOS, Clearwater Beach FL, Nov. 7-12, 2018:** Commissioner Lewis made motion to approve attendance for all commissioners, 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 (5): Lewis, Wicka, Black, Brodnicki

Nays (0):

The motion carried.

- **Greater Buffalo EMS Conference, April 21 & 22, 2018:** Commissioner Wicka made a motion, seconded by Commissioner Brodnicki, that approval be granted for all EMTs at a cost of \$95.00 per attendee. and the following vote was taken:

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

Nays (0):

The motion carried.

- **FF Evan Fierle, Montour Falls, two sessions in May:** Commissioner Lewis made a motion to approve attendance with the use of #7-2 at a cost of \$56.00 per session. Commissioner Brodnicki seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

New Class A & B Uniform Requests: None. Jr. Captain Schnorr advised that he has one class B shirt that was delivered with incorrect sizing. He is working with the vendor to get the proper size shirt.

Temporary Fund Transfer: The treasurer recommended that a fund transfer be approved to cover the payment of the new command vehicle. Commissioner Lewis made a motion to authorize the treasurer to transfer \$12,000.00 from A-700 to A-710 on a temporary basis until the sale of the 2012 command vehicle is completed. Commissioner Wicka seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

Payment to Fire Association for 2018 Fire Protection Contract: A motion was made by Commissioner Lewis, seconded by Commissioner Black, to approve the payment of \$18,811.00 to the fire association as their portion of the 2018 Town of Hamburg Fire Protection contract. The following vote was taken:

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

Nays (0):

The motion carried.

Meeting with Town Supervisor: The memo from the town was read and discussed for a meeting with the supervisor and all town fire departments for April 19 at 6:00 pm. It was decided that Commissioner Lewis and Chief Szczepanik would attend representing the department.

Proposal – Tree Removal and Shed Relocation at Station #2: There was a discussion relating to moving the storage shed at Station #2 along with removing trees along the school property line to allow for better snow plowing and possible expansion of the parking lot. The matter was tabled to get additional quotations on the possible work.

UTVs and Trailer: There was a discussion about the suggestion that the existing trailer be replaced by a larger unit which could be offset by the sale of the existing unit. The matter was tabled for a plan to be developed for further review.

Blacktop Repairs Needed for the Parking Areas at Station #1: Commissioner Lewis advised he is looking at getting quotations for having the parking areas in the front and side of Station #1 milled as the condition of the areas is very poor. Commissioner Wicka made a motion, seconded by Commissioner Black, that Commissioner Lewis be authorized to obtain price quotations or the work to be reviewed at the next meeting.

HALL RENTALS & RETURNS: None.

Executive Session: at 7:55, Commissioner Lewis made a motion that the board enters Executive Session to discuss a potential contractual matter. Commissioner Black seconded the motion and the following vote was taken:

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

Nays (0):

The motion carried.

At 8:20 the Board returned to Regular Session.

2018 Lawn Mowing and Care Contract: Commissioner Lewis made a motion to accept the bid from Veteran's Seasonal Services for the lawn care contract for the 2018 season as it was the low bid and in the best interest of the fire district. 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 8:25 pm.

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



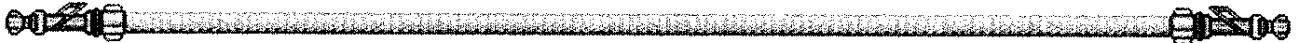
FIRE DISTRICT CHIEF OFFICERS

Mark D. Szczepanik: *District Chief*
Keith Hauser: *1st Asst. Chief*
Brittany Jewett: *2nd 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 APRIL 2018

Calls for March

EMS- 39
EMS Auto Accident-2
Full Assignment- 4
Structure Fire- 5
Preliminary Assignment- 6
Special Equipment/Mutual Aid-0
Public Relations Call- 2
Water Rescue-0

Total-58