



**LAKE VIEW FIRE DISTRICT**  
**Board of Fire Commissioners**  
**Minutes of Meeting**  
**April 10, 2019**

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

Also in attendance were: President Gene Jewett, Captains Bill Schnorr and Evan Fierle.

**Acceptance of Agenda:** Commissioner Black made a motion to accept the agenda as prepared with additional items to be considered as deemed appropriate by the Chair. The motion was seconded by Commissioner Wicka with the following vote:

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:** The Secretary read a letter from the fire association advising that Theodore (Tony) Moore was accepted as a member at their last meeting. Commissioner Wicka made a motion that Mr. Moore be accepted as a provisional member and Commissioner Brodnicki seconded the motion. The following vote:

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

Nays (0):

The motion carried.

The secretary welcomed Mr. Moore and administered the Oath of a Firefighter to him.

**REPORT OF COMMITTEES:**

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

**Treasurer's Report:** The Treasurer presented her report and abstract for March 2019 which was reviewed and audited. After the review and audit, 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 reported he has a call into ALPS Steel to get a quote on the grate work for both stations and is waiting for a return call.

**Fire Station #2:** Commissioner Brodnicki reported on the following:

- Received two quotations for the replacement of the sauna in the fitness room. A two-person unit would be \$2599.99 from Pacillo and \$4195.00 directly from the manufacturer. It was questioned if we need or want a four-person unit and it was decided against going that big.

After discussing, Commissioner Lewis made a motion to approve an expenditure, not to exceed \$3000.00 for a new two-person unit with the funds appropriated from the established Office Equipment Reserve Fund, subject to permissive referendum. Commissioner Wicka seconded the motion and the following vote:

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

Nays (0):

The motion carried.

**Mechanical Report:** Commissioner Russell had no report. Commissioner Lewis reported that the heat in Station #1 has improved and seems to be working good.

**Motor Vehicles:** Commissioner Black presented the following report:

- Items noted for repair last month on #8 have been corrected by Colden Enterprises. The backup alarm has been replaced and the behind the grill door lock release was repaired.
- #7; a gear on the electric motor for the hydraulic hose reel has fallen off the shaft. Churchville will be notified to make the repair.
- #9-1 vehicle was taken to West Herr Chevy for oil service (lube and filter), tire rotation and alignment.

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

### **OLD BUSINESS:**

**2019 Lawn Care Contract:** The secretary reported only two RFPs were received. The quote from Lorlar did not have complete specifications. The RFP from Veteran's Seasonal Services was complete including the insurance and was also the same price as 2018 for cutting and frequency. Commissioner Lewis made a motion to approve the RFP from Veteran's Seasonal Services and Commissioner Brodnicki seconded the motion. The following vote:

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

Nays (0):

The motion carried.

Also discussed was the need to have weed removal from the extrication pad area and the secretary was advised to get a quote to have that work done.

**New Floors for Both Fire Stations – Status Report:** Commissioner Lewis led a discussion that covered the following areas:

- Work will start April 29 and the floors will not be assessable until the evening of May 4.
- Storage Pod Units. It was decided to have four (4) units delivered. Three to Station 2 and one to

Station 1. Commissioner Lewis advised these are available on state contract pricing and he will arrange for delivery.

- Vehicles being stored outside during the project will need to be watched over by security. It was decided to have members paid for these services;\$15.00 per hour for daytime coverage and \$17.00 for overnight coverage. In the event that all shifts cannot be covered then will need to hire a commercial security firm. The secretary was directed to obtain prices for possible services. Commissioner Brodnicki will arrange scheduling and we will need to have a completed schedule by April 20.
- All vehicles will be housed at Station 2 for security purposes and for answering alarms.

**Annual Inspection – Status Report:** Chief Hauser advised everything is set for Monday April 15 at 6:30 pm in Class B uniform. Any member wishing to be excused must have a written or email notice to the Chief by April 13.

**Annual Physicals – Status Report:** Chief Hauser advised that 33 members out of 48 had the physical completed. Another text will go out advising that all physicals must be completed by May 6, the next fire association meeting.

**Surplus Turn-out gear and Equipment – Status Report:** Asst. Chief Jewett advised that the inventory is not yet complete. It is expected to be completed prior to the June meeting.

**Upgrade of Hose & Equipment Dryer – Status Report:** Commissioner Lewis advised that the unit has been ordered at a cost of \$5400.00 and shipping of \$507.43. It is expected to arrive in the coming weeks.

**FF Best Practices – Status Report:** there was a lengthy discussion with regards to the revised draft proposal submitted by the Chiefs (see attached). After the discussion, Commissioner Lewis made a motion that the board adopts the revised proposals, with recommended changes and clarifications, for the EMS officers. This includes the minimal qualifications required for holding a liner EMS office and also the suggested best practices recommendations. All members will receive a copy of the changes along with a copy to the first Association for possible inclusion in their bylaws. Commissioner Black seconded the motion and The following vote:

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

Nays (0):

The motion carried.

**Parking Lot Surfaces at Station 1 – Status Report:** Commissioner Wicka reported that recent actions by the town indicate that progress is being made. It is hoped that a resolution will be forthcoming soon.

**Proposed Modifications to Vehicles:** Commissioner Black letter discussion with regards to proposed changes to engine one and rescue seven. With regards to engine one, Commissioner Lewis made a motion to approve the proposal to remove the rear fold-down seats and the hose reel and install a shelf in that space. The cost is not to exceed \$1800. Commissioner Black seconded the motion and The following vote:

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

Nays (0):

The motion carried.

With regards to Rescue 7, Commissioner Black will research the questions that arose from the discussion  
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and report back at the next meeting.

Commissioner Black then presented the price quote to replace the tires on E1 based on state contract pricing. He made a motion to approve the expenditure of \$4,106.66 for the purchase and installation of six (6) new tires with the funds for this and the modifications in the previous motion to be allocated from the established Apparatus Repair Reserve Fund, subject to permissive referendum. Commissioner Lewis seconded the motion and The following vote:

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

Nays (0):

The motion carried.

**Repair of Hurst Tool – Status Report:** Chief Hauser advised that this is a work in progress in is looking to get a quote to determine if the equipment is worth fixing. The matter was tabled.

**Town Chiefs at Lake View:** Chief Hauser reminded that the town she slowly meeting April 29 at Lake View and he has arranged for food and beverages.

**Review of Quarterly Activities Reports:** Commissioner Lewis questioned the status of the first quarter reports for members answering calls and attending drills and training. Chief Hauser advised that he will be working on this and getting the information to the members in the near future. Members found to be deficient will be notified of possible next actions.

#### **NEW BUSINESS:**

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

- **IAFC/VCOS; November 14-17, 2019 - Clearwater Beach FL:** Commissioner Wicka made a motion to approve attendance for all commissioners and due to the nature of the agenda include the purchasing Dir., treasurer, all Chiefs in the fire company president. Commissioner Black and The following vote:

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

Nays (0):

The motion carried.

**Endorsement of Joyce Petkus for Secretary/Treasurer of AFDSNY:** Commissioner Wicka made a motion that the board go on record of endorsing Joyce for the position based on her experience and knowledge of fire district operations and financial matters. Commissioner Black seconded the motion and The following vote:

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

Nays (0):

The motion carried.

**Request for New Locker Tags:** the proposal submitted by Asst. Chief Schmidt was discussed and several questions arose. It was decided to table the matter until the next meeting.

**Hamburg HS Extrication Day:** Chief Hauser advised that we received a request from the Hamburg fire Department to assist with the annual extrication demonstration at the high school. It is scheduled for May 17. The chief was given permission to use and equipment needed.

**Master Keys for Stations:** Chief Hauser brought up a question with regards to who has a master key for the buildings. Commissioner Lewis advised that approximately two years ago each Commissioner and

each chief was given a master key. There now is a question as to who has those keys as he believes he was never given one. Commissioner Wicka advised that he will research this and see if there are extra keys available. The matter was tabled.

**Spare PPE:** Chief Hauser letter discussion regarding issues arising for members when your gear goes out of service after a call or training. He also would like to purchase equipment for each truck that can temporarily gear after a call or training. It was determined that there is ample equipment available for members to use while their main equipment is being cleaned and he was given permission to purchase the necessary cleaning materials.

**HALL RENTALS & RETURNS:** None

**Executive Session:** At 9:05 Chief Hauser requested that the board enter into executive session for the purpose of discussing a confidential personnel issue. Commissioner Wicka made a motion that the board enter into executive session. Commissioner Lewis seconded the motion and the following vote:

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

Nays (0):

The motion carried.

The board returned to regular session at 9:10 and with no further business to discuss moved to adjourn.

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

Keith Hauser: *District Chief*  
Brittany Jewett: *1<sup>st</sup> Asst. Chief*  
Christopher Schmidt: *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

April 8, 2019

## Chief's Report for April 2019

### Total Calls for the Month of March 2019

EMS; 28 - transport; LV -12, AMR - 10

MVA's; 3

Fires - 0

Full Assignment; 0

Fire Alarms; 2

Good Intent; 1

C.O. Alarms; 1

Mutual Aid's; 5

Public Service Calls; 0

Hazmat; 0

Total Calls for March; 43

Yearly Call total: 129

Fire Prevention; 1

Officer's meeting on 3/<sup>26</sup>~~24~~/19

Absence; Szczepanick (excused). Brodnicki (excused). McCarthy, Zemrac (excused)

Drills for the month

Total - 5

Manpower - 54

Members behind in training for last month;

Eberhardt. Ford. Gibbons. Jurek. McCarthy. Pieszak (2 months), Prunoske, Stockman

Members behind in work place Violence training;

Jurek, T. Szczepaniak, McCarthy

**Drill dates for March**

4/8 – Physicals - If you can't make Monday physicals you must set up your own by 5/6/19.

4/10 – Fire – 10 am

4/15 – Inspection - You must turn in an excuse if you can't make inspection by Wednesday, 4/10/19.  
It must be in writing or by email. (No text will be accepted).

4/22 – Fire – 7 pm

4/29 – EMS 7 pm

**Members resigning:** 0

**Members in Training:**

EMT; B. Cudeck, C. Schmidt, J. Grabber-Sheedy

EVOC – E. Fierle

**Injured/ Sick Leave Members;**

Tim Pike

**Missing Broken Equipment;**

Pike Pole - fire

**New Equipment Received;**

Helmet fronts

**Old Business;**

Cord reels at St. 2

Officers Requirements

Officers Duties

Station Floors?

Inspection – April 15 -6:30 pm

Department Physicals - 4/8

A.M.R. Contract extension

Hurst tools – service?

E-1 & E-2 jump seats.

E-1 booster reel removal?

Town Chiefs at Lake View in April

**New Business**

OFPC decon policy

St. # 1 master keys

New Chair (\$200)

**General Information;**

Fire Prevention/ open house 4/27 noon – 2 pm

Firematically yours.

Keith C. Hauser

Fire Chief

## MOTOR VEHICLE REPORT FOR APRIL 2019

- 1) Items noted for repair last month for # 8 have been addressed by Colden enterprise. The backup alarm was replaced, and the behind the grill door lock release was repaired.
- 2) #7. Gear on electric motor for the hydraulic hose reel has fallen off the shaft. First out will be notified for the needed repairs.
- 3) 9-1 vehicle. Taken to WHC for oil service (lube oil and filter) tire rotation and alignment.

From last month

(The following items are for informational purposes only at this time.)

(Quotes are being requested for the following work)

### #1

- Replace the front top of cab scene light with a 12 V LED.
- Remove flip down seats from back wall of cab in order to mount irons and extinguishers.
- Remove hose reel from rear compartment and add 1 shelf or possibly a drawer.

### #7

- Order and install 1 hose bed divider.
- Order pump panel color coded labels to match hose colors.

### #7-1

- Mount 2 6' pike poles, 1 each side top of box.
- Mount TIC in side compartment.
- In cargo area mount little giant ladder, 4 air bottle tubes, 2 fire extinguishers, spanner wrench bracket.

# Fire Service Quotation



Ph: 800.462.6143 • Fax: 585.293.1833  
[www.churchvillefire.com](http://www.churchvillefire.com)

Lakeview Fire District  
Attn: Rodger

Date: March 24, 2019

Subject: Engine 1 upgrades

The employee owners of Churchville Fire Equipment Corporation thank you for the opportunity to quote your fire apparatus service needs. I have compiled the following quotation for your review.

## Engine 1

- 1) Replace front brow light with FRC led

Parts \$ 1,795.00  
Labor \$ 230.00  
Total \$ 2,025.00

- 2) Replace side cab scene lights with led

Parts \$ 996.94  
Labor \$ 345.00  
Total \$ 1,431.94

- 3) Upgrade head lights to led

Parts \$ 2,704.45  
Labor \$ 345.00  
Total \$ 3,049.56

- 4) Plastic hose bed tray

Total \$ 1,143.94

# Fire Service Quotation



Lakeview Fire District  
Attn: Rodger

Date: March 24, 2019

Subject: Rescue 7\_

The employee owners of Churchville Fire Equipment Corporation thank you for the opportunity to quote your fire apparatus service needs. I have compiled the following quotation for your review.

## Rescue 7

1) Plastic hose bed tray

Total \$ 2,547.97

2) Long hose bed divider

Total \$ 3,320.82

The employee owners of Churchville Fire Equipment Corporation thank you for the opportunity to be an apparatus service provider to your department

This quote is for estimation purposes and is not a guarantee of cost for services. This Quote is based on conditions that we can easily see and diagnose. These same conditions can vary greatly once a repair project has begun and we can gain a better understanding of the true project depth and requirements. Please expect this quote estimate to vary within +/- 10%. If for any reason we believe that a 10% variance is not enough to complete the repair project as quoted, you will be contacted for your written approval prior to any additional costs being incurred.



**Buffalo Commercial - 535**

**WORK ORDER**

Buffalo Commercial  
 772 Elk St.  
 Buffalo, NY 14210  
 (716) 825-2507  
 www.flynnstire.com

1 of 2

**Sold To:**  
 LAKEVIEW FIRE DISTRICT  
 BOX 345  
 LAKE VIEW, NY 14085  
 Business: (716) 864-1403

**Ship To:**

NONSIG: 151875  
 Work Order: 44770  
 Cust ID: LAK535-3  
 Terms: CASH SALES  
 In Date: 4/10/19 10:13 am  
 Out Date:  
 Salesperson: GCAMERON  
 Promised Date/Time:  
 Customer Waiting

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**Customer Requests/Order Comments:**

**Vehicle Serviced:**

Year:  
 Make:  
 Model:  
 Eng:  
 VIN:  
 Unit:

Color:  
 License:  
 State:  
 Odom In: 0  
 Odom Out: 0  
 PO:

DESCRIPTIONS	ITEM	QTY	PRICE	FET	EXT PRICE	TECHS
<u>Service</u>	<u>DEFAULT</u>				<b>\$4,106.66</b>	
425/65R22.5-GOO-G296 MSA-L/20 SBL 165K TL DOT #(s):	756160365	2	\$692.61	37.33	\$1,459.88	
12R22.5-GOO-G622 RSD-H/16 BW TL DOT #(s):	138302265	4	\$493.21	36.76	\$2,119.88	
BALANCE FRONT	COUNTER14	2	\$25.95	0.00	\$51.90	
TIRE SERVICE, LABOR EST WILL NOT BE OVER	040100000	5	\$95.00	0.00	\$475.00	

**\*THIS IS A WORK ORDER - DO NOT PAY\***

Customer Signature:

Shop Fee	Discount	Subtotal	FET	Sales Tax	Order Total
\$0.00	\$0.00	\$3,884.96	\$221.70	\$0.00	\$4106.66

The following minimum qualification should be needed for the following positions;

**Chief;**

N.Y.S. Firefighter 1 or equivalent (OFPC equivalence).

N.Y.S. Fire Officer 1

N.Y.S. Hazardous Materials Operation

N.Y.S. Principal of Instruction (N.Y.S. Fire Instructor 1 – recommended)

I.C.S. -100, 200, 700

C.F.R. or E.M.T. certification, <sup>required @ time of election</sup> ~~or you are enrolled in a class that will be completed with test results by March 31<sup>st</sup>.~~ of the year you will hold the office. C.P.R and A.E.D. certified with a current card.

Held the office of Assistant chief of Lake View Fire District for a minimum of two years.

You are a qualified driver of all Lake View Fire District vehicles and are a qualified pump operator

(Pump operator OFPC course or an inhouse course).

**First Assistant Chief;**

N.Y.S. Firefighter 1 or equivalent (OFPC equivalence).

N.Y.S. Fire Officer 1

N.Y.S. Hazardous Materials Operation

N.Y.S. Principal of Instruction (N.Y.S. Fire Instructor 1 – recommended)

I.C.S. -100, 200, 700

C.F.R. or E.M.T. certification or you are enrolled in a class that will be completed with test results by March 31<sup>st</sup>. of the year you will hold the office. C.P.R and A.E.D. certified with a current card.

Held the office of 2<sup>nd</sup>. Assistant chief of Lake View Fire District for a minimum of one year and held the office of Fire Captain of the Lake View Fire District for a minimum of one year.

You are a qualified driver of all Lake View Fire District vehicles and are a qualified pump operator

(Pump operator OFPC course or an inhouse course).

**Second Assistant Chief;**

N.Y.S. Firefighter 1 or equivalent (OFPC equivalence).

N.Y.S. Fire Officer 1

N.Y.S. Hazardous Materials Operation

N.Y.S. Principal of Instruction (N.Y.S. Fire Instructor 1 – recommended)

I.C.S. -100, 200, 700

C.F.R. or E.M.T. certification or you are enrolled in a class that will be completed with test results by March 31<sup>st</sup>. of the year you will hold the office. C.P.R and A.E.D. certified with a current card.

Held the office of Fire Captain or Fire Jr. Captain of the Lake View Fire District for a minimum of two years. (Of those two years, one year must be of the position of Fire Captain for one year).

You are a qualified driver of all Lake View Fire District vehicles and are a qualified pump operator

(Pump operator OFPC course or an inhouse course).

**For Chief and Assistant Chiefs, the following N.Y.S. courses are recommended; Arson awareness, Ladder Company Operation, Engine Company Operations, Auto Extrication, Firefighter survival, Rescue Technician Basic, Pump Operator.**

**Fire Captain**

N.Y.S. Firefighter 1 or equivalent (OFPC equivalence).

N.Y.S. Fire Officer 1

N.Y.S. Hazardous Materials Operation

N.Y.S. Principal of Instruction

I.C.S. -100, 200, 700

C.F.R. or E.M.T. certification or you are enrolled in a class that will be completed with test score by March 31<sup>st</sup>. of the year you will hold the office. C.P.R and A.E.D. certified with a current card.

Held the office of Fire Jr. Captain or Fire Lieutenant of the Lake View Fire District for a minimum of two years. (Of those two years, one year must be of the position of Fire Jr. Captain for one year).

You are a qualified driver of all Lake View Fire District vehicles and are a qualified pump operator

(Pump operator OFPC course or an inhouse course).

**Fire Jr. Captain:**

N.Y.S. Firefighter 1 or equivalent (OFPC equivalence).

N.Y.S. Fire Officer 1

N.Y.S. Hazardous Materials Operation

N.Y.S. Principal of Instruction

I.C.S. -100, 200, 700

C.P.R and A.E.D. certified with a current card.

Held the office of Fire Lieutenant of the Lake View Fire District or held a Fire officer position in another fire department for a minimum of one year.

You are a qualified driver of all Lake View Fire District vehicles and are a qualified pump operator

(Pump operator OFPC course or an inhouse course).

### **Fire Lieutenant**

N.Y.S. Firefighter 1 or equivalent (OFPC equivalence).

N.Y.S. Fire Officer 1

N.Y.S. Hazardous Materials Operation

I.C.S. -100, 200, 700

C.P.R and A.E.D. certified with a current card

You are a qualified driver of all Lake View Fire District vehicles and are a qualified pump operator

(Pump operator OFPC course or an inhouse course).

### **E.M.S. Captain**

N.Y.S. E.F or Basic Exterior Firefighter or equivalent

N.Y.S. Fire Officer 1 ?

N.Y.S. Hazardous Materials Operation

I.C.S. -100, 200, 700

N.Y.S. Principal of Instruction or you have another certification to instruct in the E.M.S. field.

Minimum qualification of an E.M.T. or higher certification. You are enrolled in a class that will be completed with test results by March 31<sup>st</sup>. of the year you will hold the office.

C.P.R and A.E.D. certified with a current card.

Held a prior E.M.S. Office in the Lake View Fire District.

You are a qualified driver of the ambulance and light rescue vehicles of the Lake View Fire District.

### **E.M.S. Jr. Captain and E.M.S. Lieutenant**

N.Y.S. Hazardous Materials Operation or E.M.S. Hazmat course.

I.C.S. -100, 200, 700

N.Y.S. Principal of Instruction or you have another certification to instruct in the E.M.S. field.

Minimum qualification of an E.M.T. You are enrolled in a class that will be completed with test results by March 31<sup>st</sup>. of the year you will hold the office. C.P.R and A.E.D. certified with a current card.

Held a prior E.M.S. Office.

You are a qualified driver of the ambulance and light rescue vehicles of the Lake View Fire District.

**Any member running for an Officers position must have served at least one year as a Lake View Firefighter**

