

Montauk Fire District
January 23, 2019
Commissioners Workshop Meeting 19:00 hours

MINUTES

✓

Commissioners Present: Joseph Dryer, Chairman
Rich Schoen
Michael Mirras
Dick Monahan
James Wright

Also Present: Second Assistant Chief Scot Snow and Secretary/Treasurer Dawn Lucas

Call Meeting to Order:

Chairman Dryer called the meeting to order at 19:00 hours asking everyone to stand for the Pledge of Allegiance.

Secretary's Report:

Approval of Minutes: Commissioner Wright motioned to approve the minutes of the January 08, 2019 Regular Meeting, seconded by Chairman Dryer; motioned/passed/carried.

Time off Requests: Brent Becker requested a personal day for 2/9/19, Rex will cover day. Rex Martin requested to use 10 vacation days from 2/14/19-2/25/19, Brent will cover, Commissioner Schoen motioned to approve, seconded by Commissioner Mirras with overtime; motioned/passed/carried. Chairman Dryer mentioned we do not have a substitute custodian any longer, Commissioner Wright suggested Chris Kieswetter, he is an actor and might be interested.

Purchase Requisitions:

- A purchase requisition for medical supplies from EMP totaling \$888.17, Commissioner Mirras motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from Boundtree totaling \$861.62, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$878.63, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- A purchase requisition for medical supplies from Boundtree totaling \$699.99, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$823.02, Chairman Dryer motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$877.09, Commissioner Mirras motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.

Treasurer's Report: Commissioner Mirras states need to discuss some items with Dorothy, report is not where he would like it to be. He needs to review a couple of accounts further, some items should

be under capital items, need to re-class. Commissioner Mirras motioned to approve as is but need to review several items, seconded by Commissioner Wright; motioned/passed/carried.

Audit of Bills: Ms. Lucas read aloud invoices totaling: \$242,454.42 (see attached journals). Commissioner Mirras motioned to approve payment on the invoices totaling \$242,454.42, seconded by Commissioner Wright; motioned/passed/carried.

Workshop topics:

Steve Margraf; Discussed in Executive Session.

Lawn Maintenance for 2019; Ms. Lucas was able to secure more information that was requested at previous meeting. Mickey's per man hour rate is \$55.00 for anything other than mowing and weed whacking. His per mow rate was \$265 for main building and \$52 for sub-station. Ian Hoyt from Hoyt Property Care, per cut rate was \$212.55 main building, \$50.42 sub-station and per man hour rate was \$44.72. Ms. Lucas did find out that weed whacking, trimming, edging and removal of clippings is all included in his per cut rate. As per Commissioner Mirras and Schoen, we have a fiduciary obligation to the taxpayers to take the lowest responsible bidder. Before we make a final decision we will check with Joe Frank to determine how we should proceed on the basis that one of the companies that bid has been mowing here for years.

Contractual obligation- Joe Frank; Commissioner Schoen spoke with Joe Frank regarding siren project. He stated we should have put everything in writing to the contractor that was awarded the project. Ms. Lucas will get all the facts, write a letter stipulating if the work is not done by April 1st we withdraw our agreement with him. The project would then go out to re-bid. Commissioner Schoen was also told if a member takes a course then drops out of sight, we have no recourse to go back to them for payment. However, Joe did suggest that we may want to explain to future candidates, they will have to pay for initial course and as long as they have a qualified year and pass the course they will be reimbursed. Chairman Dryer noted that John McDonald is willing to help with the training aspect of new recruits explaining what is wanted of them. Commissioner Mirras also discussed with by-laws committee how people would become members is by date of application to make it far.

Low Band- New Antenna Quote; Ms. Lucas explained this is just a preliminary quote, Andrew wanted to discuss with Eddie Schnell more but he is on vacation. Ms. Lucas will follow up with Eddie to find out exactly what is needed for the new antenna.

Building Security; Kyle from Intelli-Tec dropped off proposal for the upgraded surveillance cameras. He can come to discuss further at another meeting if need be. Commissioner Wright met with Kyle to discuss thinks proposal is high, states electric not included and possible extras that might be needed. He also wanted to know do we have to put out to bid since its a high number or is it OK since we are upgrading system. Commissioner Schoen will discuss with Joe Frank to find out correct answer.

Chief's Report:

- Chief Snow stated very busy putting out fires, but has gotten to know the Fire Marshall, they have been at all of them. The fireplace fire was a code violation, never built properly.
- Everything good as far as he knows.
- Ms. Lucas stated the Chief came to her to order chimney bombs. The proper procedure is to come to a meeting with a quote and purchase requisition then present it to the board to be voted on, then it would be approved or not. If it is an emergency he will need to get 3 Commissioners to sign for

approval and then get in touch with Ms. Lucas to order. Commissioner Mirras stated since we have prices and we have had chimney fires he motions to order the chimney bombs, seconded by Commissioner Schoen; motioned/passed/carried.

- Joe Lenahan will be out on medical from Thursday January 24th till April 1st.

Open to the Floor:

Chairman Dryer just wanted to know status of 9-3-2- Commissioner Monahan stated it's back from previous issues mentioned. It now has a minor problem with air horn, possible relay and a faulty indicator sensor on back door. The corrosion issue with steel bolts was fixed, the mud flaps they replaced with wider ones, all under warranty. Also 9-3-3- has Robert Gosman mentioned anything, he was waiting on some fittings from Firematic that were supposed to be painted, Commissioner Monahan is unaware of any issues. As per Commissioner Monahan, if there is a problem with any apparatus, it should be documented in the book so he can look into and take care of it promptly.

Commissioner Wright let everyone know he met with Rick Becker another architect and he will be submitting a proposal for what he would charge for the window project.

Commissioner Mirras stated the new Ambulance specs were submitted to the District office and Ms. Lucas printed out for inspection. Commissioner Schoen and Mirras will present info at next meeting. A question came up if we ever approved the purchase of a new ambulance, is there a need to replace and if so why and how long for a new one. Commissioner Monahan stated ambulance # 18 is not a viable ambulance because of age and technology. It will take at least 6 months to build. Commissioner Schoen noted when we build a new ambulance we usually trade-in the old one. Chairman Dryer motioned to buy a new ambulance and trade in old ambulance, seconded by Commissioner Mirras; motioned/passed/carried.

Commissioner Mirras wants Ms. Lucas to write a letter to Peter Hanratty of Firematic regarding invoice we received for the air cart. He wants him to know we are not paying because of all the problems we had from the start.

Commissioner Schoen discussed at last meeting, members have till end of January to dispute their points. At next meeting the Chief will present a list of members that did not have a qualifying year for the last two consecutive years and according to the department by-laws they will need to be removed from the department. Then the District will send out a letter to these individuals stating they have been removed from the rolls of the department. If the Chief does not have the list, the District has the authority to remove them.

Commissioner Wright discussed the letter he received from the auditors, is this standard, all confirmed yes it is.

Commissioner Mirras motioned to go into Executive Session regarding personal at 20:20 hours, seconded by Commissioner Wright; motioned/passed/carried.

Commissioner Mirras motioned to go back into Regular Session at 20:23 hours, seconded by Commissioner Schoen; motioned/passed/carried.

Commissioner Wright motioned to adjourn meeting, seconded by Commissioner Schoen; motioned/passed/carried.

Adjourned 20:25 hours