

*Montauk Fire District
September 8, 2020
Commissioners Regular Meeting 18:30 hours*

MINUTES

Commissioners Present: Joseph Dryer
Rich Schoen
Michael Mirras
James Wright
William R. Pitts

Also Present: Chief Mickey Valcich, 1st Asst. Chief Scott Snow, 2nd Asst. Chief Ken Glogg and Secretary/Treasurer Dawn E. Lucas

Call Meeting to Order:

Chairman Dryer called the meeting to order at 18:30 hours asking everyone to stand for the Pledge of Allegiance.

Secretary's Report:

Approval of Minutes: Commissioner Schoen motioned to approve the minutes with corrections of the August 26, 2020 Workshop Meeting, seconded by Chairman Dryer; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition from EMP for medical supplies totaling \$506.56, Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A purchase requisition from Boundtree for medical supplies totaling \$794.89 Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

Audit of Bills: Ms. Lucas presented the bills totaling \$23,546.66 (see attached journal), Commissioner Schoen motioned to approve payment of the bills, seconded by Commissioner Wright; motioned/passed/carried. Commissioner Schoen addressed a charge for a tire change of one of the apparatuses. Chief Valcich explained it was for an ambulance at 11pm at night so called Barnwell to have it dealt with. Its the height of the season and did not want to be without the ambulance. It was an emergency.

Committee Reports:

Apparatus and Equipment:

- Commissioner Pitts contacted the state in regards to proper procedures for taking the ambulance out of service. He found out all we have to do is tape over the certification and write OUT OF SERVICE. State only gets notified when we are buying or selling an ambulance.

- Radio issues with 2 fire trucks, Eddie Schnell was contacted and 99.9% of the time it's an antenna issue. If it's not that, than we will need to go to Motorola because it's a radio issue.
- Stretchers were ordered by Ms. Lucas, once delivered and serial numbers taken down then they can go to VCI at end of September, one at a time.

Buildings & Grounds:

- As per Commissioner Wright the door project is only bid out right now. Commissioner Mirras stated it needs to be put off till next year. Commissioner Wright motioned to proceed with the Garage Door Replacement Project after the 1st of the new year, when timing is correct, seconded by Commissioner Pitt's; motioned/passed/carried.
- Commissioner Pitt's asked about the current situation with the doors, waiting on part Ms. Lucas stated.
- ***House report-*** Would like to get new file cabinets and clean up Dick Whites office. Ms. Lucas will let Brent know to get pricing information together for next meeting.
- Chairman Dryer also noted that Ms. Lucas's desk is pretty old, drawers stick, etc. Can we have Brent look into that too? Commisisoner's agreed.

Capital Reserve:

- No report at this time because of COVID-19.

Communications:

- Waiting on bids for the back antenna as per Commissioner Mirras.

Fire Advisory:

- No meeting

Insurance & Law:

- As per Commissioner Schoen received check for repair of 9-3-16. A check was also issued for the tablet damage of \$484.99, not received as of today.
- A claim will be put in for lost pager on a call.
- Some information about elections in the current Counsellor. If we needed to have a special election between September 15 and November 2nd that we would have to have absentee ballots. For our election so far we are good as it stands. In regards to a candidate that would like to be on the ballot this year, the state stipulates we can accept a written request or the 25 signature petition, it is our choice. Commissioner Wright motions for this year's election to eliminate the 25 signature petition and accept a written request for candidacy, seconded by Chairman Dryer; motioned/passed/carried. A question arose about time restraints, same as previous election, request needs to be in 20 days before actual election with all other requirements.

Personnel:

- As per Chief Dutch Riege is still out of commission.

Safety:

- No issues at this time.

Training:

- Chief Valcich stated that department meetings are going to take place on Monday and Tuesday nights beginning of month, Fire School will be Thursday and Friday, 3rd Friday of the month, socially distanced with masks. Training will resume in October.

Old Business:

- ***Rescind resolution about going to scene.*** Commissioner Schoen motioned, seconded by Commissioner Wright; motioned/passed/carried. This is for company 4 members.
- ***LOPSAP Resolution-*** we need to discuss every month as per any changes that the Governor may come up with. No changes as of right now so the 5pts still stands and if anything changes we will implement.

- Lieutenant Bob Mautschke was concerned because he thought some members might not make their call volume for the year. First off LOSAP and Good Standing points are completely separate. For this year 2020, the Governor signed legislation that was passed, that allows the District to give up to for 5pts per month towards LOSAP until otherwise stated. Chief also explained all members will make their good standing points for the 2020 fiscal year.
- Also wanted to let everyone know Dustin Lightcap will be leaving us at end of month. Having a dinner for him on the 30th at Gosman's restaurant. Commissioners are invited. Commissioner's thanked Lieutenant Mautschke.
- **Audit Report-** As per Commissioner Mirras report is very good this year, only 2 variances. One is Audit Trail Reports; The District uses the software Professional Innovative Programs & Services, LTD (PIPS) to maintain its books and records. The software allows for certain audit trail reports to be generated. We need to clarify exactly what reports they are looking for and implement. The second variance is in regards to Capital Assets. The recommendation is to perform a complete inventory of all capital assets and procedures implemented to ensure the inventory is updated for all additions and deletions so these amounts can be properly reflected in the annual appraisal report. Ms. Lucas received a quote for about \$3,000 to complete a new inventory appraisal of the Fire District. She will set up to complete for 2021. Fund balance is \$218,062.00, pretty slim but after the budget is presented, Ms. Lucas will plug numbers into State's website to see if we actually need to take from it or not. Hopefully, NOT.
- **Fire School-** Ms. Lucas printed out a list of members that attended fire school already, she is going to cross reference with the department list and see who still needs the refresher classes. She will give the list to Chief Valcich and then we can schedule the classes.
- **Budget-** Commissioner Mirras discussed one line item that needed to be corrected because information came in from the NYS Retirement System. So we now need to add \$10,000 to that line. Commissioner Mirras is asking all Commissioner's and Ms. Lucas to do their own due diligence on looking things over to make sure everything is good. We will need to accept proposed budget at next meeting. We also have to plug numbers into state system to see if we need to adjust anything. All Commissioner would like to see the Apparatus/Equipment Service & Repair as a lump sum line item. We can still have it broken down for budget purposes but for final budget just one number. Commissioner Mirras stated it could be done as a sub-schedule. Ms. Lucas will look into with the PIPS program. A questions arose with the budget, does the total number include salaries and as per Commissioner Mirras it does.

New Business:

- **Van- Bid Opening-** Only one bid received from Doron Brates in the amount of \$5,300.00. Commissioner Schoen motioned to accept bid of \$5,300, seconded by Commissioner Wright; motioned/passed/carried.
- **Clarification of LOSAP vs Good Standing points-** previously discussed
- **Memorial Plaque-** Chief Valcich stated it does not need to be replaced, just needs repairing. Commissioner Mirras motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.

Chiefs Report:

- A purchase requisition from NAPA for 12 blue lights totaling \$1,037.88, Commissioner Mirras motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Chief inquired about the fan that was ordered for company two. Ms. Lucas stated it was going to take a couple of weeks as per Coastal.
- The RAM tool that was ordered with Firematic, we should have by end of September, tool is supposed to arrive 9/17/20 then they will send to us the following week.

- Department Meeting Monday 9/14/20 for companies 1, 2 and 3. Tuesday 9/15/20 will be companies 4, 5 and 6 to discuss Big Bucks.
- Chief asked Ms. Lucas about the hydrants that were installed on Laurel Drive, are they ready for flow testing yet? She will call to confirm.
- Chief found there is a doctor in town that would be willing to do physicals at the firehouse, he literally lives down the road.
- EHT Emergency Preparedness have suggested to all department in the 9th division to have 6 months worth of PPE equipment on hand at all times in case this COVID19 flares up again. Donna Hitscherich informed the Chief that she is working with Brent to secure the 6 month supply we would need. N95 masks are now back in stock and the ear loop masks are plentiful. All manufacturers are up to speed. We will stay on top of this monthly. Our goal with the recommendation of the EHT Emergency Preparedness people is to have a 6 month supply of PPE at all times.
- Door on South Bay is being addressed. Company 3 is aware that their apparatuses are in back building and substation.
- Chief stated he is completely out of pagers now but does have batteries for new pagers and belt clips. Ms. Lucas will follow up again to find out status.
- Chief asked if the office supplies ever came in, they did. Brent was giving them to Vinny him the other day. As per Chief, Vinny Franzone is in charge of our emergency preparedness team along with Mike Mirras, Sean Tyrell and Donnie Schnell, they will work with the Town.
- Edna Steck and Renee Akkala put together a list of those who are in need of assistance during a storm. Chief gave a copy to Bruce Bates, Ed Michael's, Vinnie Franzone and the department has a copy.
- Commissioner Schoen asked about physical list, Ms. Lucas will give a copy to Chief tomorrow.

Open to the Floor:

Commissioner Schoen discussed the emergency food that was bought during this COVID19 Pandemic, the shelf life of some items will be expiring in November. Someone should go through and see if we can donate to the food pantry, would hate to see stuff thrown away. Chairman Dryer asked the Chief to take care of it.

Also Commissioner Schoen was asked to inquire about dealing with MSA directly or where we can purchase MSA equipment on Long Island other than Firematic. He was able to speak with Dave Flynn and found that we can purchase from MSA and one way is to go thru GSA. Dave even asked why we are unhappy with Firematic, but Commissioner Schoen just explained they have not performed to our liking. That is why we wanted to purchase elsewhere or go with Scott Packs. Commissioner Schoen was also asked to find out if Scott cylinders would fit our bracket system on our trucks the answer is yes they will.

Commissioner Schoen also looked into HURST tools, did some research and found the tools elsewhere for somewhat cheaper. FYI, just because something is on the state contract doesn't mean we can't get it cheaper. So in the future when equipment requests are presented, we should be doing our research for cost analysis. .

Commissioner Pitts was wondering if we progressed with the property down the road (the triangle area.) Chairman Dryer stated it has been almost impossible to get in touch with them but nothing newer than previously discussed.

Commissioner Schoen stated it is going to get dark earlier and colder, there is no reason we can't have our meetings upstairs and open the firehouse to the public on meeting nights. All Commissioner's and Chief's agreed. Time will stay @ 6:30 for now.

Commissioner's discussed good standing points with the Chief, he understood and what he wants is all members to be in good standing for 2020 and he is also aware he will not be able to send out any letters for 2 years.

Commissioner Schoen motioned to adjourn meeting @ 19:45 hours, seconded by Commissioner Mirras; motioned/passed/carried.

Adjourned 19:45 hours