

Montauk Fire District
April 28, 2021
Commissioners Workshop Meeting 18:30 hours

MINUTES

Commissioners Present: Joseph Dryer
James Wright
Richard Schoen
William Pitts
John Mark

Also Present: Secretary/Treasurer Dawn Lucas

Call Meeting to Order:

Chairman Dryer called the Workshop meeting to order at 18:30 hours asking everyone to stand for the Pledge of Allegiance. Chairman Dryer noted moving forward, we will do a moment of silence for past Commissioners and past Firefighters.

Chairman Dryer would like to take a moment to thank Commissioner Schoen for all the work he has done with the Battery Storage facility and for arranging NextEra to come and speak regarding a SOP (standing operating procedure) for fighting a fire there. We have become more knowledgeable because of it.

Secretary's Report:

Approval of Minutes: Chairman Dryer motioned to approve the minutes of the April 13, 2021 Regular Commissioner meeting, seconded by Commissioner Schoen; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for medical supplies from EMP totaling \$570.30, Chairman Dryer motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$680.96, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$794.35, Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A purchase requisition for medical supplies from Boundtree totaling \$915.58, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from Boundtree totaling \$888.40, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$871.10, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

- A purchase requisition for medical supplies from Boundtree totaling \$879.40, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$859.39, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$836.41, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$865.84, Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$944.24, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from Teleflex totaling \$59.50, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for new chair from Amazon totaling \$600.00, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for medical supplies from Stryker totaling \$597, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for a new tablet, case, screen protector for the new responder from Amazon totaling \$1,000.00, Commissioner Wright motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

Time off Request: Brent Becker requested to use five vacation days 05/18-05/22/2021. Commissioner Wright motioned to approve, seconded by Commissioner Mark; motioned/passed/carried. Dawn Lucas requested to use a personal day for 04/30/2021 and 2 vacation days 06/18 & 06/21/2021, Commissioner Wright motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.

Building Use Request: Company 4 requested the use of the meeting room for CME training for ALS and BLS providers May 2 and May 23rd. Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Audit of Bills: Ms. Lucas presented the bills to be paid totaling \$12,914.00, Commissioner Mark questioned bills from Becker Home Center, he did not see a signature. Ms. Lucas clarified that Rex did sign for one and Brent puts what the item will be used for, also only Brent, Rex and Dawn are authorized to sign for the district. Chairman Dryer motioned to approve payment of the bills, seconded by Commissioner Wright; motioned/passed/carried.

Workshop Topics:

Ambulance- 9-3-17/Barnwell Tire issue- This was settled.

Apparatus and Building Report

- Commissioner Pitts discussed ordering radios that will be needed for the fly car, the 800, portable and charger, cost \$9,325. Chairman Dryer motioned to order, seconded by Commissioner Schoen; motioned/passed/carried.
- 9-3-4- problem with front suction. The problem was a cracked control valve, Fully Involved corrected the issue.

- 9-3-1- PM (preventative maintenance) completed. Found check engine light, the problem is actually in the computer. It will have to be shipped out, rebuilt and then sent back. Chief is aware, he will let us know when truck can be taken out of service for a week.
- Light issue in the ambulance bay- PSEG was here before the pandemic and explained about a new pop in light (like solar panels) that came out and they would install at no cost to us. Brent following up on this matter.
- Commissioner Pitts and Chairman Dryer accepted both the new Chief's Vehicle and Fly Car at Sagamore lights. The fly car committee would like a push bumper installed on the fly car. Dave from Sagamore came out to discuss the box for the back of the fly car. Will Hamilton and Rob Rosen will take care of designing the box. The Chief would like a push bar on his vehicle and keep the same design for the box. But the 2021 model they changed the design in the back, so we had to change the box design a little, waiting on Chief to approve so we can move forward. Commissioner Pitts is just informing the board to anticipate a shortfall for the fly car, possibly about \$600.00. Commissioner Pitts motioned for a push bar for the chief's vehicle, seconded by Commissioner Wright; motioned/passed/carried.
- Soil testing is still be researched. One out fit can not accommodate our needs, their machine can not get back there, Brent does have a call into another outfit.
- Chairman Dryer thanked Commissioner Pitts for all the work he has done.
- Commissioner Wright was curious where the fly car will be housed? As per Commissioner Pitts, we have three new vehicles coming and he would like them to be housed inside, 90% of the time the fly car should be at a members house. Brent had an idea that the small bay in back garage could house the fly car when needed. The district van at the substation. The district truck can be left outside, it has been for years. Commissioner Schoen noted, the placement of vehicles is up the Chief of the Department not the District. Commissioner Pitts is aware, he was merely making some recommendations.
- Chairman Dryer wanted to make it clear the use of the van is available to anyone that needs it, but it must be requested ahead of time. You can't just go say take the van. There has to be at least 24 hours notice before it will be used. If it is already taken, we will make other arrangements so no one will be left without a vehicle. A memo will be sent to the chief's reminding them of the procedures for district vehicle use.
- Commissioner Wright addressed an issue with the garage doors. The steel plates where you enter the bays are severely corroded. This is a big job and would entail cutting into the blue floor. There is an option, attach an 8" steel plate on an angle creating a ramp like structure that would go up and over the existing piece of steel. If we were to go this route, it would cost \$13,000 for all the doors. We still have a contingency allowance of \$7,500, so there would be a change order for \$5,500.00. Chairman Dryer feels this would only be a temporary fix, he suggested an epoxy on a clean dry surface might do the trick. Commissioner Wright will ask them to come up with another solution and he suggested that all the Commissioners take a look at the problem.

New Chief Vehicle- discussed previously

Donated First Responder- discussed previously

Chief's Report

- No Chief's present at this meeting

Commissioner Schoen read a Resolution regarding the purchasing activities and grant procurement for the fire district. Here are some passages from the resolution. Only personnel approved by the Board of Fire Commissioners to engage in purchasing, grant solicitation and procurement activities may engage in such activities. Authorization to engage in such activities granted at a meeting of the Board of Fire Commissioners shall constitute Board authorization. If any member of the department engages in such activities without proper authorization shall be guilty of this rule and subject to disciplinary action by the Board and if found guilty subject to a penalty, which may include suspension and/or dismissal. The procurement of goods, services, or grants recommended by the fire department shall be presented to the Board of Fire Commissioners by the Chief of the department based on standard chain of command practices and may only be presented by him or her as recommendations to the Board. The Chief shall be required to hold members accountable for activities that violate this rule. The resolution was put to a vote and upon roll call the vote was as follows; Chairman Dryer, YES, Commissioner Wright, YES, Commissioner Schoen, YES, Commissioner Pitts, YES, Commissioner Mark, YES. This resolution was thereupon duly adopted, April 28, 2021.

Commissioner Schoen motioned to adjourn meeting @ 19:10 hrs, seconded by Commissioner Wright; motioned/passed/carried.

Adjourned 19:10 hours