

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
December 21, 2020

Present: Commissioner Dave Costello
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner Ross Thornhill
Commissioner Elect Wendi Gapczynski
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Chief Clem Schimikowski
Assistant Chief Mike Boisclair

President John Labrie
Captain Michael Meir
Captain Nick Abel

The Board of Fire Commissioners meeting and public broadcasting on Facebook was called to order by Commissioner Costello at 7:00 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson to approve the amended minutes of the November 16, 2020 Board meeting.

Chief's Report: Chief Clem Schimikowski (see attached)

President's Report: John Labrie (see attached)

The following chief officers were presented to the Board of Commissioners for approval:

Chief –	Clem Schimikowski
1 st Assistant Chief -	Mike Boisclair
2 nd Assistant Chief -	Nick Abel

Treasurer's Report: Jeff Prescott (see attached)

Committee Reports

Building & Grounds – Commissioner Larson

Commissioner Larson received a call at 7 am the morning of the snow storm on December 17th when we received 32 inches of snow. The parking lot had not been plowed. Commissioner Larson contacted Jay at East Coast Seal Coating and informed him that the fire station takes priority. It must be plowed for the safety of our firefighters.

Three bids have been received for the upgrade of the HVAC system. They are as follows:

Jdj -	\$45,154.00
Johnson Controls -	\$52,400.00
Eastern Heating & Cooling -	\$58,500.00

A motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed that subject to a Permissive Referendum, dated December 21, 2020, the expenditure be made from the Building Reserve Fund for the upgrade of the HVAC System. The funds from the Building Reserve Fund are not to exceed \$58,500.00. This will be reviewed at the next Board meeting after the Permissive Referendum date of 30 days has expired.

Stanley Steemer has requested to be paid up front for the cleaning of the dryer vent. Commissioner Larson will contact them and see if they will accept a purchase order for the \$250.

A maintenance contract has been received from Linstar for the year 2021 in the amount of \$240. A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and unanimously passed to accept the contract from Linstar for the year 2021 in the amount of \$240 which will be taken from A3410.461 Computer.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to pay SRI Sprinkler System for repairs in the amount of \$825 to be taken from A3410.401 Buildings & Grounds.

Finance & Budget: Commissioner Pohl – no report

Medical: Commissioner Pohl

Annual firefighter physicals will be taking place in March and April 2021.

Insurance: Commissioner Pohl

Commissioner Pohl stated that a meeting was held with Bill VanGorder from the Mang Insurance Company at which time a review was presented of the district's insurance coverage.

The list of interior firefighters eligible for the Cancer program was updated with the only addition being that of interior firefighter Wendi Gapczynski.

At the request of the County Health Department, a COVID screening form will be prepared for the firefighters and other personnel to complete on a daily basis. A temperature check will be required upon entering the fire station for training purposes but not emergency responses.

There was an incident on December 18, 2020 involving truck E235.

Computer: Commissioner Thornhill – no report

Personnel: Commissioner Larson

The Board will be going into Executive Session at the end of the regular session for the purpose of discussing personnel.

Policies: Commissioner Costello

Apparatus: Commissioner Costello- covered in Chief's Report
Use of Station: no report

Accident Review Board: Commissioner Thornhill

An incident occurred on December 18, 2020 involving E235. Damage was done to the glass on the mirror.

LOSAP: no report
Legislative: no report
Consolidation: no report

Old Business:

New Business:

A special meeting will be held on January 1, 2021 for the purpose of installing the Chief officers and the firematic officers. The two new commissioners will also be installed at this time. Commissioner Thornhill will set up the meeting so that it can be viewed on Facebook as there will no family members allowed at the fire station for this event. Immediately following the meeting will be the Organizational meeting for the Board of Commissioners. An announcement of these two meetings, the new chiefs and commissioners will be placed in the Community News section of the Daily Gazette.

The following Budget Amendment were approved:

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the following budget amendment:

Increase:	A3410.200	Purchase Trucks & Equipment	
	SubAccount	A3410.204 EMS Supplies	<u>651.00</u>
Decrease:	A3410.200	Purchase Trucks & Equipment	
	SubAccount	A3410.203 Protective Clothing	<u>651.00</u>

To provide Funding for Everdixie Covid EMS Supply order

A motion was made by Commissioner Costello, seconded by Commissioner Thornhill and unanimously passed to approve the following budget amendment:

Increase:	A3410.200	Purchase Trucks & Equipment	
	SubAccount	A3410.207 Rescue Equipment	<u>280.00</u>
Decrease:	A3410.200	Purchase Trucks & Equipment	
	SubAccount	A3410.205 Extinguishers & Powder	<u>280.00</u>

To provide Funding for Argus TIC Battery

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the following budget amendment:

Increase:	A3410.420	Truck Repairs	
	SubAccount	A3410.422 Truck Repairs	<u>61.00</u>
Decrease:	A3410.420	Truck Repairs	
	SubAccount	A3410.424 Equipment Mechanical Repairs	<u>61.00</u>

To provide Funding for Truck Wash & Car Starter Batteries

A motion was made by Commissioner Costello, seconded by Commissioner Thornhill and unanimously passed to approve the following budget amendment:

Increase:	A3410.480	Miscellaneous	
	SubAccount	A3410.416 Computer	64.00
Increase:	A3410.460	Miscellaneous	
	SubAccount	A3410.464 Stationery & Supplies	<u>81.00</u>
Decrease:	A3410.460	Miscellaneous	
	SubAccount	A3410.463 Conventions / Membership	<u>145.00</u>

To provide Funding for Secretary Laptop Battery & Binders for personnel/trucks

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve the following budget amendment:

Increase:	A3410.485a	Telephone & Internet	<u>221.00</u>
Decrease:	A3410.190	Contingency	<u>221.00</u>

To provide Funding for Higher 2020 Monthly Telephone & Internet Fees

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the payment of Abstract #12 dated December 21, 2020 in the amount of \$19,365.70.

A motion was made by Commissioner Costello, seconded by Commissioner Thornhill and unanimously passed to approve the purchase of the following as per the Chief:

Ladder belts	3 @ \$225.00 each	total	\$ 675.00
Stronghold 60" Gear Cabinet	2 @ \$1,835.00 each	total	3,670.00
Cricket Machine	1 @ \$600.00	total	600.00
Parkas	9 @ \$300.00 each	total	<u>2,700.00</u>
		total	\$8,145.00

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the following budget amendment:

Increase:	A3410.203	Protective Clothing	<u>\$675.00</u>
Decrease:	A3410.190	Contingency	<u>\$675.00</u>

To provide Funding for Chief's requests – ladder belts

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the following budget amendment:

Increase:	A3410.203	Protective Clothing	<u>\$3,670.00</u>
Decrease:	A3410.190	Contingency	<u>\$3,670.00</u>

To provide Funding for Chief's request – gear cabinet

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the following budget amendment:

Increase:	A3410.201	Protective Clothing	<u>\$600.00</u>
Decrease:	A3410.190	Contingency	<u>\$600.00</u>

To provide Funding for Chief's request – cricket machine

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the following budget amendment:

Increase:	A3410.203	Protective Clothing	<u>\$2,700.00</u>
Decrease:	A3410.190	Contingency	<u>\$2,700.00</u>

To provide Funding for Chief's request - parkas

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the Treasurer's report as presented.

The bank statements for the month of November were reconciled and presented to the Board for their approval.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of a commissioner's sweatshirt for Wendi Gapczynski not to exceed \$100 to be taken from A3410.203 Protective Clothing.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve Clem Schimikowski as Chief for 2021.

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve Michael Boisclair as 1st Assistant Chief for 2021.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve Nick Abel as 2nd Assistant Chief for 2021.

A motion was made by Commissioner Costello, seconded by Commissioner Thornhill to adjourn to Executive Session at 9:48 pm.

Respectfully submitted,

Elaine Erckman
District Secretary