

PRESENT: Commissioners:
J. Klosowski
K. Clair
R. Tofte
G. Schramek
T. Palmer

P. Frische, Secretary
M. Liguori, Counsel
M. Miller, Treasurer
Pre. V. Butler
1st Asst. Chief Rieg
Chief D. O'Hara

The meeting was called to order by Chairman J. Klosowski at 7:00 PM.

A motion was made by J. Klosowski to suspend regular business for the presentation by the auditors from O,Connor Davies. The motion was seconded by R. Tofte and approved by all commissioners present. (K. Clair absent).

One recommendation was that the fixed assets of the department be appraised to complete the district's financial report. Management discussion and analysis would make the district GASBY 34 compliant. The information would be provided to the auditors and they would write the reports. This would bring the district in compliance for 2012. Another recommendation was that the district have a documented capital plan for expenditures. G. Schramek and M. Liguori reiterated that the BSEJFD is considered part of the 2% tax cap. LOSAP expenditures are also part of the 2% cap. Money set aside for a certain reserve must be used for that purpose only. Bank transfers must be documented and approved within the minutes. Deposits must be made in a timely manner (within 10 days is optimum). Regarding procurements, the state recommends limiting the amounts of bids. The quotes should be attached to the purchase contract. The district should consider amending the procurement policy to match the amounts for purchased contracts and public works per General Municipal Law ("GML"). The district should adopt an investment policy and itemized receipts should be attached to all credit card statements and expense reports.

A **MOTION** was made by J. Klosowski and seconded by R. Tofte to approve the minutes of the August 8 meeting. The motion was approved by all commissioners present..

After reviewing all the bills presented by the treasurer, a **Motion** was made by K. Clair and seconded by G. Schramek to approve payment for all bills. The motion was approved by all commissioners present. Vouchers included voucher #'s 0901 to 0955 with A200 totaling \$245.00 and A400 totaling \$81,735.

Correspondence included the following: a letter of resignation from Ashley Meyer, a letter of resignation from Sean Goodwin, a change of address for Ann Reisdorph, and a medical release form for Robert Burns. Also read were a letter from G. Schramek thanking Sheriff Smith for his assistance weighing the apparatus. A **MOTION** was made by J. Klosowski and seconded by R. Tofte to approve the personnel issues. The motion was approved by all commissioners present..

Regarding the Substation, T. Palmer stated door will be fixed on the north side of the building. J.Klosowski states Durkin will put up a screen on the porch by next month and we are still waiting for a price for ceiling tiles.

Regarding the Main Station, K. Clair states the lighting is still being updated.. J.Klosowski thanked K. Clair for an excellent job on the phones. They are working well. Trade in will be \$50 to \$75 per phone. K, Clair states they are still getting quotes on replacement for gear on a recent accident on the interstate.

K. Clair states he will spend \$2000 on publicity for fire prevention. 105.5 will be broadcasting from the firehouse during Open House and they will publicize this event on the air. Chief Rieg states Mark Tapia will put a flyer on channel 8

R. Tofte states second order will go in for sweatshirts.

April 6 is the Installation Dinner.

Insurance claims are still being settled from the Uncle Bob's Storage fire.

No decision on Michael Miller case as per M. Liguori.

T. Palmer reported regarding apparatus replacement and repair. The replacement value of the ambulances is \$150,000 each. Discussion took place regarding the brush truck. 11-2-5 would cost \$550,000 to replace. J. Klosowski stated we do not need five engines and 11-2-4 is the better one to keep. Vehicles that are not being used are still costing insurance, hose testing, etc. Replacement value on the ladder is 1.2 to 1.3 million and would cost \$700,000 to be refurbished. Replacement cost of 11-4-2 \$450,000. Replacement value of 11-5-1 is \$700,000 and would cost \$250,000 to \$350,000 to refurbish. T. Palmer recommends replacing 11-4-2. T. Palmer will do a spread sheet. J. Klosowski recommends using another agency to determine these costs, future needs, hazards in the community, etc for a cost of \$9,000. NFPA recommendations include replacing tires every five years.

A **Motion** was made by K. Clair and seconded by J. Klosowski to sell 11-3-1. The motion approved by all commissioners present.

A **Motion** was made by G. Schramek and seconded by R. Tofte to sell 11-2-2. The motion was approved by 4-1 vote.

J. Klosowski requested a report from T. Palmer for the next meeting regarding the vehicle replacement recommendations.

M. Liguori states money should be set aside based on T. Palmer's report.

K. Clair stated that ladder testing will take place Sept 23.

J. Klosowski asked that recruitment will also be mentioned on 105.5 while advertising Open House.

R. Tofte states the awning at Station 1 is completed except for lighting. Back Room Project will be put out to bid in January to be done in March.

Discussion took place regarding purchasing a Gator for a cost of \$20,000.

Ambulance will be put out to bid this fall to be purchased next year. J. Klosowski asked R. Tofte to bring specs for bids to next meeting. M. Miller reported on the budget.

A **Motion** was made by T. Palmer and seconded by K. Clair to accept the budget and seconded by K. Clair. The motion was approved by all commissioners present.

11-2-3 will go to HO Penn as early as next week.

R. Tofte states that Braun looked at 11-7-2. The O2 system has been fixed on both ambulances. The V Mox system is outdated and difficult to repair. Loose connections on battery and starter relay have been fixed. Air horns have been disconnected. He will get prices on replacing lights on 11-7-2.

G. Schramek will meet with Transcare regarding the contract. There may be a 4% increase in this contract. All commissioners present have authorized G. Schramek to negotiate the new contract with TransCare ambulance service on behalf of the District.

Chief O'Hara stated the Fire Police have requested permission to attend a seminar. A **Motion** was made T. Palmer and seconded by K. Clair to send them. Each firefighter should check their own equipment and sign off on it.

V. Butler stated there is a problem with a light in the kitchen.

At the request of P. Frische, the board went into an executive session at 9:10. The normal meeting was resumed at 9:20.

There being no further business to discuss, the meeting was adjourned at 9:25.

Respectfully submitted,

Patricia Frische
Secretary, BSEJFD