

Bridgeport Fire District Board of Fire Commissioner's Meeting
May 12, 2015 "APPROVED"

Topics	Motion	2nd	vote results	f/up action
Meeting brought to order at 7:00 pm				
Tim Burgess -(15) - absent Tom Liebner - (16) - present Teresa Dauber (17) - absent Joy Gladis (18) - present Matt Anderson (19) - present Al Larsen - Fire Chief Tim Hoster Lewis Archer Josh Larsen Tim Smith				
<p>Opening of HVAC bids - Only one bid received from HALCO. annual fee for maintenance at the Lower Lake Rd. station \$675.00/yr. for 2 service visits, hourly rate \$84.00/hr, outside regular hours \$113.40/hr Kim to contact for pricing for service of W Bayard St. location. Motion to approve HALCO as our HVAC service provider.</p> <p>Opening of Janitorial Bids - Only one received from Peerless Services. \$190.75/mo W Bayard St, Lower Lake Rd. \$258.42/mo. Price did not change from prior year. Special services Lower Lake Rd. Complete machine strip & refinish \$950.00, Complete machine scrub & re-coat \$725.00, high speed buffing \$300.00. West Bayard St.: Complete machine strip & recoat \$350.00, complete machine scrub & recoat \$250.00, high speed buffing \$100.00. remind empty all trash. Kim to request updated insurance information</p> <p>Opening of Electrical bids - Only one bid received from Caratozzollo Electric. \$60.00 per hour material at cost plus 10%. Insurance documents included.</p> <p>Opening of Plumbing - none received. Will post again</p>	<p>TL</p> <p>TL</p> <p>TL</p>	<p>JG</p> <p>JG</p> <p>JG</p>	<p>all for</p> <p>all for</p> <p>all for</p>	
Prior Meeting Minutes -				
Motion to approve prior meeting minutes	TL	JG	all for	

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Treasurer's Report -				
Five Star Checking statement as of 4/30/15 and Five Star Payroll Checking statement as of 04/30/15, payroll reports, opened by JG, reviewed, initialed and approved.				
Five Star Checking balance as of 04/30/15 \$465,298.42. Five Star Payroll Checking balance as of 04/30/15 \$ 6,940.13.				
Warrant presented for checks written April 15 - May 12, 2015 check # 6195-6215 totaling \$41,475.36.				
Balance sheet as of May 12, 2015 is as follows: Five Star Checking \$ 424,965.09 Five Star Payroll \$ 6,940.13 Five Star CD's \$487,533.31 Total \$919,438.53				
Revenue log as of May 12, 2015 presented.				
Transaction detail by account April 15- May 12, 2015 presented for accuracy.				
Budget to actual for period ending May 12, 2015				
CD Chart presented. 3 CD's maturing Tom Discussed our process with Terri Starowitz. Her comment is we do not want unspecified general funds. Tom made a motion to move money into specific CD's. Terri suggested we appropriate funds so there is a paper trail. Kim to confirm \$ amounts and appropriate at next month's meeting. Will also need to appropriate into this year's budget \$70,437.00. Interest compared at 3 institutions. Rates on file. Five Star Bank offered the highest yield, 12 months @.12%. Motion to appropriate funds in amount of \$70,437.00 into 2015 budget Acct. # A9950.500 Building Repair and Replacement. Motion to renew Apparatus Repair and Replacement acct ending 9561 rollover to 12 month at .12%: and combine the 2 Building Repair and Replacement CD's ending 9502 and 2597 for 12 months at .12 %: Equipment Repair and Replacement ending 4115 for 12 months at .12%.	TL	JG	all for	
Motion to approve the treasurer's report as written.	JG	TL	all for	

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Purchase Requisitions -				
Optimal Technologies -memory upgrade for Al and Kim's desktops. \$65.00 per computer total \$130.00 A3411.474 IT services. Kim to get clarification on the specifics.	TL	MA	all for	
Optimal Technologies – requite Bayard St. – 2 camera system (indoor), 30 day live storage, expandable archiving, IP high res HD PoE camera w/IR, locations 2 truck bay 1 external, 8 port PoE switch. \$2957.00 Lower Lake: 2 camera system indoor, camera recording station, 30 day live storage, expandable to unlimited archiving, IP High Res HD PoE Camera w/IR, 1 truck bay, 1 rec room, 1 external (rear) 8 port PoE Switch, \$2957.00 cable for both buildings \$1650.00, Camera System installation both buildings \$2000.00 re.\$9564.00	MA	TL	all for	
Deluxe Checks - 250 laser cut checks for quickbooks \$150.85plus \$16.36 shipping total \$167.21 Acct. # A3411.461 Office Supplies.	MA	TL	all for	
Moore Medical - 4 CPR little Anne Practice Torso Mannequin 20612 \$229.00 ea. total \$916.00: 3 Baby Anne CPR training Quad pack Foreign object 53007 \$7.29 ea., \$21.87; 1 Baby Anne CPR Training Quad Pack 52458 \$7.29 ea.;1 Baby Anne CPR training quad pack 52457 \$54.59 ea.; 3 Baby Anne CPR training Quad pack Airways 52456 \$18.59 ea., \$55.77 total; 1 Baby Anne CPR training Quad pack Mannequin 55272 \$426.00 ea. Total \$1651.59 Acct. # A3410.210 Equipment Medical	TL	JG	all for	
Caratozollo Electric Additional dedicated circuit for sink drain pump. Install single dedicated 20 amp receptacle install 20 amp breaker in the panel \$765.47 Acct # A3410.290 improvements.	TL	JG	all for	
reimbursement to SFVFD non-ethanol fuel \$3.019/gal 24.585 gal, total \$74.23 A3410.430 fuel	TL	JG	all for	
Finger Lakes Regional EMS council reimbursement for D. Spear CPR card \$5.00 Kim to confirm if payment is to got to DS or EMS council. Act: A3410.484 EMT Training	TL	JG	all for	

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<p>Bauer Air Compressor move to West Bayard St. will require 200 to 400 amp upgrade \$31k original \$21k.... \$10,000 discount to assist the SFVFD. Will not require upgrade out to street. Per code only allowed to use 80% of amps. Single phase system.....Drainage for materials only done same day while excavator is on the property. Hold on vote until the remaining commissioners are present. Kim to forward info.</p>				
Old Business -				
<p>1401 - repair update. Kim spoke with John Alfieri regarding his site visit. He is requesting a spray out of the paint for matching purposes. He is concerned that if he orders replacement pieces from ROM, they will have the same color match issue. Kim to contact John for an update.</p>				
<p>04/25/15 incident update. Kim has received all of the eyewitness reports and the police report from Waterloo PD. It has been forwarded to our insurance carrier to determine who should pay the claim. Waterloo (because the incident happened during a mutual aid response) or BFD. Al mentioned that there was no damage to the fire vehicle and we would not need to submit a claim.</p>				
<p>truck drain repair - no update</p>				
<p>office shelving - no update</p>				
<p>Drug policy - Mark recommended keep as is but maybe make a modification on how we do annual physicals, annual drug screen done at this time. This revision would have drug testing under physical policy. Will discuss with entire board at an upcoming meeting when all members are present.</p>				
<p>Motion to enter executive session to discuss matter pertaining to particular individuals at 8:18 pm.</p>	TL	JG	all for	
<p>Motion to exit executive session at 8:46 pm.</p>	TL	MA	all for	
<p>Fire Police Gear - met with Tom from MES coats on state bid approx. \$200 each and pants additional cost total approx. for both would be around \$300.00. Al to make a decision and purchase requisition for approval.</p>				

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Motion to approve Greg Doan as a consultant for the BFD. Kim to contact him.	TL	JG	all for	
Compaction test for W. Bayard St. Kim to contact our consultant Beardsley for such test. Next meeting next Tuesday at 6 pm.				
Hanging heater - pilot light was out and has been relit.				
FEMA grant - completed no update on progress				
Resolution no. 2015-1 Resolution to make available the coverage provided by General Muni Law Section 209-i1b. "Whenever a volunteer firefighter of the BFD provides services under GML Sec 209-i when there is no jurisdictional office in command present, such volunteer firefighter shall be entitled to coverage under the VFBL coverage provided by the BFD for the provision of such services. Upon arrival of a jurisdictional officer in command, such volunteer firefighter shall report to such officer and offer his/her services to assist such fire company or fire dept. If such offer of assistance is not accepted, the volunteer firefighter of the BFD must immediately cease providing any Motion to approve the resolution.	MA	JG	all for	
New Business -				
Hubbinette-Cowell VFIS insurance renewal documents. Kim met with Gary to review the policy. Property values increase approx. 4% annually. Coverages are the same, with a price increase of less than 2% vs. last year.				
ESI-Employee Assistance Program information sheets distributed. Board recommended scheduling a meeting with a representative for our next board meeting.				
Kim Gribnau mileage reimbursement for post office, bank and West station visits. Motion to approve expense on an as needed basis at IRS approved rate of \$0.575 per mile. Expenses to be board approved before payment.	TL	JG	all for	
Chiefs Report -				
31 fire 49 EMS 80 call total				

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Training making changes to program with positive classroom hands on i.e. air cribbing and air chisel. Junk yard dog system for engine 1. Will be mounted by next week. 1403 to go to the Weedsport parade participation board approval.				
Josh Larsen reconsider appointment to fire captain. 2 classes away pending completion of required training. Motion to approve John Larsen as Captain pending completion of required training classes.	TL	JG	all for	
AI discussed writing a policy mutual aid policy for week days. Tough to get an engine out with many members unavailable due to work obligations. West of Ovid St. Waterloo respond with engine. East of Ovid St. Fayette. Policy would be in effect for reported calls on structure fires.				
New business - return - Matt to go to Fire show in Harrisburg. Matt wants permission to take up to 5 people in Fire Dist. vehicle.				
Hall use request - none.				
Public comment - none.				
Motion to adjourn at 9:27 pm				
Next meeting scheduled for June 9, 2015m, 7 pm.				