

**Bridgeport Fire District Board of Fire Commissioner's Meeting
March 16, 2017 "APPROVED"**

Topics	Motion	2nd	Vote results	f/up action
Meeting brought to order at 7:00				
Opening of sealed independent audit bids. Sealed bids were opened. Raymond F. Wager CPA – 2 options offered: Option 1 – Technical Proposal - \$4650.00, cost for 2017, 2018, 2019, 2020 not to exceed a 3% increase per year. Option 2 – Audit using GAS - \$4995.00. Sean Hucko CPA – comprehensive Basis of Accounting Audit not to exceed \$5,800. Motion by SF to continue using Raymond F. Wager for our GAS audit	SF	JG	all for	
Daniel O'Neil (17) – present Joy Gladis (18) – present Steven Farnsworth (19) – present Michael Piscitelli – (20)- present Robert Engster (21) - absent Al Larsen – Fire Chief Mike Rhinehart – Deputy Chief				
Prior Meeting Minutes -				
Motion to approve the meeting minutes from February 21, 2017 as written.	JG	DO	all for	
Treasurer's Report -				
Five Star Checking Statement dated 02/28/17 and Five Star Payroll Checking Statement dated 02/28/17, Five Star MM Building Capital Reserve Statement dated 02/28/17 and Five Star MM Apparatus Capital Reserve dated 02/28/17 and Payroll Reports were opened by JG, reviewed, initialed and approved.				
Warrant for checks written February 22 – March 16, 2017 Cks #6741-6754 totaling \$8,506.60 were presented to the board. The board ordered all warranted checks to be paid by the Treasurer.				

Balance Sheet as of March 16, 2017 is as follows: Five Star Checking \$494,217.35 Five Star Payroll Cking 34,918.23 Five Star CD's 346,368.54 Five Star MM Building 99,125.44 Five Star MM Apparatus 45,588.12 Balance sheet presented is reflective of the 2016 AUD prepared and modifications need to be made to the report. These are pending confirmation with accountant.				
Transaction Detail by account was presented for accuracy Feb 22-March 16, 2017.				
Budget to Actual through March 16, 2017.				
Revenue Log as of March 16, 2017 Tax Levy check for \$432,100.00 deposited On 02/21/17.				
CD and Money Market chart presented as of March 16, 2017.				
Budget modifications for 2016 budget presented to the board and reviewed. Prepared by Terri Starowitz, Fire District CPA. Modifications reviewed and approved.	JG	DO	all for	
Resolution 2017-1 – Resolution to transfer 2016 budget remaining funds totaling \$38,487.69 to the District 2017 General Operating Account. Votes were as follows: Farnsworth – Aye O’Neil – Aye Gladis – Aye Piscitelli – Aye Engster – Absent	SF	JG	All for	
Discussion on options for investing the \$38,487.69. Redeposit in Apparatus cap reserve for lease payment due next 2018. If placed in cap reserve we will need a referendum to take out. What about a separate undesignated fund? Sale of the quint could also go toward the first payment. Around the February timeframe. Ask Terri if it can be set in an unappropriated CD. What is the % for unappropriated funds.				

Motion to transfer the Building Capital Reserve Interfund budgeted for 2017 of \$25,293.00 to the Building Capital Reserve Repair and Replacement Money Market account at Five Star.	DO	MP	all for	
Motion to transfer the Apparatus Capital Reserve 2017 Budget Cap Money Market Apparatus 70,000	DO	MP	all for	
Wire transfer due for Depository Trust lease payments on 04-01-17. \$25,000 Principal payment and \$7,109.37 interest payment.				
Purchase Requisitions -				
Kim Gribnau – mileage 2/20/17 – 3/2/17 38 miles \$20.33 total. Postage reimbursement \$59.31. Total \$79.64	JG	SF	All for	
Optimal Technologies - \$2250.00 3 yr. support contract. Motion to purchase the Support Plan Renewal 3 year or Exhaustion of 20 hours.	JG	DO	all for	
Old Business-				
DCJS grant - no update 1 -2 months for processing.				
AFG - no update				
Attorney- policy rewrites? Internal review instead of reaching out to an attorney for so much. Policy rewrites could be handled in house and not everything done at the expense of an attorney. Drug testing, Personnel? What do we do with policies that we are not following? The truck purchase was way more complicated than it needed to be. See if we can reach out to Pinsky for a conference in May 6-7.				
New Business -				

<p>Policies – approached by a few members with concern with our drug policy that we have not been utilizing it as we should. Policy was reviewed as one of the questions was regarding annual random drug testing. Policy has no specifics on numbers of random testing annually. Suspicions on drug use were to be brought to an officer. FD members selected in an annual random lottery. Reasonable suspicion should be brought first to the chief or deputy. FD member utilize random lottery or remove from policy. Accident in excess of \$500.00. First this has been brought up. If there is a suspicion, no guarantee that that member will be picked. Small dept. random testing is it necessary? Reasonable suspicion, new member is more reasonable. Can we amend the policy? Kim to send out copies of current policy and table until next month. Members that bring forth issues should be reminded of the chain of command. Chief or deputy first!</p>				
<p>Chief's Report -</p>				
<p>February alarm call report – 78 total 24 Fire related, 54 EMS.</p>				
<p>Attendance letters were sent to those not meeting call requirements. Fire District percentage call report for members 04/01/16-02/28/17 distributed.</p>				
<p>OHSA training has begun.</p>				
<p>FD Elections are next month. Thursday, April 6, 2017</p>				
<p>2 applications approved for membership - Cody Reagan - RAM Interested in becoming an firefighter at 18. Motion to approve Cody Reagan.</p>	MP	JG	all for	
<p>Motion at 8:26 pm to enter executive session to discuss matters pertaining to certain individuals.</p>	MP	JG	All for	
<p>Motion to exit executive session at 8:42 pm</p>	DO	JG	all for	

Application for new FD membership for Dan Incarnato. Motion to approve.	MP	JG	all for 1 ab- stain	
Motion to remove Jake McGhan from active roster due to lack of attendance	DO	MP	all for	
Public comment - none				
Motion to adjourn at 8:48 pm.	SF	JG	all for	
Next meeting April 11, 2017 at 7 pm.				