

**Bridgeport Fire District Board of Fire Commissioner's Meeting**  
**February 11, 2014 "APPROVED"**

Topics	motion	2nd	vote results	f/up action
Meeting called to order at 7:00 pm				
Matt Anderson (14) - present Tim Burgess (15) - absent Tom Liebner (16) - present Teresa Dauber (17) - present Joy Gladis (18) - present Al Larsen - Chief Mike Pettingill Mike Rhinehart Ray Kriegelstein				
<b>Prior Meeting Minutes -</b>				
Approved as written	JG	MA	all for	
<b>Treasurer's Report -</b>				
Five Star Checking Statement for 01/31/2014 and Five Star Payroll Checking for 01/31/2014 opened by TD, reviewed, initialed and approved.				
Five Star Checking balance as of 01/31/2014 statement \$167,341.77. Five Star Payroll Checking balance as of 02/31/2014 statement \$6,786.04.				
Warrant presented for checks written Jan 15 - Feb 11, 2014 Checks # 5867 - 5878 totaling \$5,052.09. Claims were audited by the Board of Fire Commissioner's and the treasurer was ordered to pay all vouchers audited and approved by the board.				
Check from Montezuma Fire Department totaling \$3000.00 for sale of scott air packs and cylinders received and deposited in Five Star Checking account on 01/29/2014. Deposit verified by TD and added to the Revenue log. Revenue log presented to the board.				
Budget to Actual report period ending Dec 31, 2013 presented to the board. 2013 documents to be sent to accountant this week for 2013 AUD report to the state. Accountant will then prepare final adjustments to close out books for 2013.	TL	TD	all for	
Budget to Actual report ending Feb 11, 2014 presented to the board.	JG	TD	all for	
Transaction Detail by account presented for period Jan 15 - Feb 11, 2014.				

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CD log presented to the board. CD totaling \$285,319.56 3 Maturing CD's on 02/10/2014 currently 12 m @ .25%. 1 CD maturing on 02/16/2014 currently 12 m @ .25 %. 3 banks checked for current CD rates, Five Star rates most competitive 6 mo. up to \$99,999.99 - .18%, 12 mo. up to \$24,999.99 - .20%, \$25,000 - 99,999.99 - .25%. Motion to approve 4 CD's ending 7746, 7711,7738, 0054 combined to one 12 month CD at .25%.	TL	MA	all for	
Balance Sheet as of Feb 11, 2014 not presented to board due to formatting issues. Kim to hold conference call with accountant. She will forward balance sheet to board once it is corrected.				
Motion to approve the financial reports as written.	TD	JG	all for	
<b>Purchase Requisitions -</b>				
Tyler Fire Equipment 6 sets of Morning Pride LTO coat per spec \$1145.00 ea., 6 sets Morning pride pants per spec \$850.00 ea., 6 sets Morning pride EV1 Helmet per spec. Total \$13,290.00. Acct. # A3410.260 Fire Gear.	TL	MA	all for TD abstain	
Tyler Fire Equipment 8 ea., 5 gallon Class A Knockdown Foam \$82.64 ea., Total \$661.12. Acct. A3410.433 Expendable Equipment	TL	JG	all for TD abstain	
Deluxe Check 250 count laser cut checks DLT104-1 total \$94.44 Acct. # A3411.461 Office Supplies.	JG	TD	all for	
Ferrara Lumber - 8 keys replicated 7 EMS room, 1 Chief's office Total \$10.32 Acct # A 3410.290 improvements	JG	TL	ALL FOR	
US Postal Service - 1 roll stamps \$49.00 Acct. # A3411.461 Postage	JG	TD	all for	
Seneca Office Supply - ink cartridges - 3 CE320A, \$61.99 ea., 1 ea. CE 321A, 1 ea. CE322A, 1 ea. CE323A \$58.99 ea. total \$362.94. ink prices checked at 2 other retailers. Seneca Office was agreeable o meet best price.	TL	JG	all for	
EMP - Emergency Medical Products 6 ea. ADC Adscope 603 Stethoscope Burgundy \$34.25 each total \$205.50 no backups and 3 in class Acct A3410.210. Chief was asked to keep track of who these are issued to.	JG	TL	all for	
Churchville Fire Equipment 3 TFT 5" Stortz caps \$50.00 ea. total \$150.00. PO issued several years ago and never purchased. Acct A3410.200.	MA	JG	all for	
Reimbursement to Seneca Falls Fire Dept for Hovercraft high test gas 10.002 gal @ 4.10 per gallon total \$41.00. Acct A3410.430.	JG	TD	all for	

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Reimbursement to Seneca Falls Fire Dept. 5 ea. Search and Rescue Tactics in Residential Buildings @ Geneva FD on 02/15/14. Total \$75.00, Acct # A3410.480	TL	JG	all for	
<b>Old Business -</b>				
Alarmtech - Alarm and lock project completed at both station. System has been set up in the event of a power outage to unlock all doors with a key pad. This was done to insure building access at all times.. Motion to pay the remaining balance of \$3,295.15. It was discussed that Mutual Aid Fayette, Waterloo and Cayuga FD's should be assigned a FOB and allowed access. Teresa will work with Kim to be trained on the system and allowed writing capabilities. Chris and Rich will be contacted to determine if other users can be created in the system with reading privileges only.	TL	JG	all for	
RL Powers - no update from TB.				
Incarnato Plumbing - no update. Repairs completed at the West Station. East Station waiting for a faucet. Incomplete.				
emsCharts - up and running as of Feb. 1st. no issues				
Audit 2012 - completed - Motion approved the payment as contracted of \$4,750.00.	TL	TD	all for	
Generator maintenance - misunderstanding regarding whom is responsible for maintenance. Kinsley Power is contracted to complete the maintenance, Caratozzolo Electric has already completed the work. Motion to approve payment to Caratozzolo Electric for \$389.36. Kim was asked to contact Kinsley to make their system check as late in the year as possible.	TL	MA	all for	
<b>New Business -</b>				
Long range planning meeting. Architectural Bids for West Station. Kim to contact attorney to determine how to move forward legally.				
Policy Review for 2014 Tom suggested that he sit down with a fire department member and review side by side and determine what changes and revisions can be made. Especially to training qualifications. Inventory for new members was suggested. Table discuss for next month's board meeting.				
Hall use request approved with modifications. Kim to forward new copy to AI and make copies.	TL	TD	all for	
Town liaison - tabled until after advise from from legal council.				

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<b>Chief's Report -</b>				
January call report - 84 total, 54 EMS and 30 Fire related calls				
Training update - February schedule - annual OSHA refresher course.				
Fiona Jarrett-Thelwell - resigned as FD member.				
Matthew Burlew - resigned. Job requirements require him to step down at this time Matt handled NFIRS - National Fire Incidence Report System. Kim to be trained by AI and take on that responsibility within her regular hours. If it becomes additional work she cannot complete during regular hours and duties she will discuss and increase to her weekly hours with the board.				
4 applications - Ram officers will be assigned before they become actively involved. 3 RAMs members approved by Fire Department are as follows:	TL	MA	all for	
1. Kenneth W. Campbell				
2. Thomas P Ellis	JG	TL	all for	
3. Brenden Dauber	JG	TL	all for	
Theodore Cady Approve as a regular member pending passing of his physical exam.	TL	TD	all for	
LOSAP - Length of Service Award Program. Discussed as good retention tool. Provides some money based on length of service upon retirement. Kim to explore information and report back to the board next month.				
Grant has been approved. Waiting for check.				
Training attendance has been fair. Approx 20 people at recent tours of Seneca Meadows, and Generations Bank. OSHA scheduled for February, Hovercraft training ongoing. Ice Rescue training will be in another month as the ice on the lake begins to thin.				
<b>Public Comment - none</b>				
Motion to adjourn at 8:43 pm next meeting to be held March 11, 2014 at 7 pm.				