

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
(518) 893-0723

The January 2008 Reorganization Meeting of the Greenfield Fire District Board of Fire Commissioners was called to order at Co #1 by Commissioner Spackmann at 7:08 pm on January 2, 2008. The flag salute and a moment of silence were recognized for the departed.

Present were:

Commissioners: B. Bishop, Kugler, Spackmann, Waite; Secretary Petkus, Treasurer J. Bishop, Purchasing Agent Howe and Chief McConkey
A/C's: Gibbins, Chandler, Ellsworth, Lant; 2nd A/C's: Davis, Kemp, J. King.

Please see sign in sheet for others in attendance.

Commissioner Spackmann asked for a nomination for Chairman of the Board for 2008. Commissioner Spackmann nominated Donald Kugler with a 2nd from Commissioner B. Bishop.

RESOLUTION #1 TO APPOINT DONALD KUGLER AS CHAIRMAN OF THE BOARD FOR 2008.

MOTION: Spackmann
SECOND: B. Bishop
RESOLVED to appoint Donald Kugler as Chairman of the Board for 2008.
VOTE: All in favor, motion carried.

Commissioner Spackmann then turned the meeting over to Chairman Kugler.

RESOLUTION #2 TO APPOINT JOYCE PETKUS DISTRICT SECRETARY FOR 2008.

MOTION: B. Bishop
SECOND: Spackmann
RESOLVED to appoint Joyce Petkus District Secretary for 2008.
VOTE: All in favor, motion carried.

RESOLUTION #3 TO APPOINT JILL HOWE DEPUTY DISTRICT SECRETARY FOR 2008.

MOTION: Waite
SECOND: Spackmann
RESOLVED to appoint Jill Howe Deputy District Secretary for 2008.
VOTE: All in favor, motion carried.

RESOLUTION #4 TO APPOINT JEAN BISHOP DISTRICT TREASURER FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to appoint Jean Bishop District Treasurer for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #5 TO APPOINT JOYCE PETKUS DEPUTY DISTRICT TREASURER FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to appoint Joyce Petkus Deputy District Treasurer for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #6 TO APPOINT JILL HOWE DISTRICT PURCHASING AGENT FOR 2008.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to appoint Jill Howe District Purchasing Agent for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #7 TO NAME THE DAILY GAZETTE AS THE LEGAL NEWSPAPER FOR 2008.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to name the Daily Gazette as the legal newspaper for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #8 TO NAME SARATOGA NATIONAL BANK, BALLSTON SPA NATIONAL BANK AND ADIRONDACK TRUST COMPANY AS BANKS FOR 2008.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to name Saratoga National Bank, Ballston Spa National Bank and Adirondack Trust Company as banks for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #9 TO SET 2008 MEETING NIGHTS AND WORKSHOPS AS LISTED ON ATTACHED SHEET.

MOTION: Spackmann

SECOND: Waite

RESOLVED to set 2008 meeting nights and workshops as listed on attached sheet.

VOTE: All in favor, motion carried.

RESOLUTION #10 THAT THE TREASURER HAS PERMISSION TO PAY VARIOUS BILLS, I.E. FUEL, LIGHTS, WAGES, FEDERAL AND STATE TAXES, POSTAGE, TELEPHONE, MOBIL OIL, TOWN OF GREENFIELD GAS, GARBAGE PICK UP EVERY MONTH.

MOTION: Spackmann

SECOND: Waite

RESOLVED that the Treasurer has permission to pay various bills, i.e. fuel, lights, wages, federal and state taxes, postage, telephone, Mobil Oil, Town of Greenfield gas, garbage pick up every month.

VOTE: All in favor, motion carried.

RESOLUTION #11 TO ADOPT SECTION 104B OF THE GENERAL MUNICIPAL LAW REGARDING DISTRICT PURCHASING PRACTICES.

MOTION: Waite

SECOND: Spackmann

RESOLVED to adopt Section 104B of the General Municipal Law regarding District Purchasing Practices.

VOTE: All in favor, motion carried.

RESOLUTION #12 TO ADOPT A PURCHASE ORDER SYSTEM METHOD OF PURCHASING FOR THE GREENFIELD FIRE DISTRICT.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to adopt a purchase order system method of purchasing for the Greenfield Fire District.

VOTE: All in favor, motion carried.

RESOLUTION #13 THAT THE HOME COMMISSIONER SHALL SIT ON THE COMMITTEE THAT IS PURCHASING A NEW TRUCK FOR HIS COMPANY.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED that the home Commissioner shall sit on the committee that is purchasing a new truck for his company.

VOTE: All in favor, motion carried.

RESOLUTION #14 THAT TRUCK REPAIRS SHALL BE HANDLED BY THE CHIEF AND THE COMMISSIONER OF THE COMPANY CONCERNED.

MOTION: Waite

SECOND: B. Bishop

RESOLVED that truck repairs shall be handled by the Chief and the Commissioner of the company concerned.

VOTE: All in favor, motion carried.

RESOLUTION #15 TO FORM AN AUDIT COMMITTEE TO AUDIT THE BOOKS WHEN THE TREASURER HAS THEM READY. AUDIT COMMITTEE SHALL BE COMMISSIONERS B. BISHOP, ROBARGE, SPACKMANN AND WAITE.

MOTION: Spackmann

SECOND: Waite

RESOLVED to form an audit committee to audit the books when the Treasurer has them ready. Audit committee shall consist of Commissioners B. Bishop, Robarge, Spackmann and Waite.

VOTE: All in favor, motion carried.

Chairman Kugler then noted that prior to adopting the District Guidelines, our attorney, Mr. Young had a few recommendations. Secretary Petkus explained that she spoke with Mr. Young this afternoon about them, and he had no major concerns with them. She handed out a copy she had typed up of Mr. Young's recommendations and then proceeded to go through each guideline, noting any changes/corrections/recommendations and observations made by Mr. Young (see attached sheet).

RESOLUTION #16 TO ACCEPT THE DISTRICT GUIDELINES, TO INCLUDE ANY CHANGES, CORRECTIONS AND RECOMMENDATIONS MADE BY MR. YOUNG.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to accept the District guidelines, to include any changes, corrections and recommendations made by Mr. Young.

VOTE: All in favor, motion carried.

Chairman Kugler then clarified that the training courses will now follow the District training guidelines that were just approved.

Commissioner Bishop asked when the anticipated distribution of the guidelines to the membership would be. Secretary Petkus noted she would have the changes made and over to Kinko's by Friday, and then however long it will take Kinko's to print them up. Commissioner Spackmann also reminded Secretary Petkus to take the new by-laws to be printed up as well. Discussion was held as to the type of binders to use; Secretary Petkus and P/A Howe to work on that together.

RESOLUTION #17 THAT THE GREENFIELD FIRE DISTRICT SHALL MAINTAIN MEMBERSHIP IN FASNY (FIREMAN'S ASSOCIATION OF THE STATE OF NEW YORK).

MOTION: Waite

SECOND: Spackmann

RESOLVED that the Greenfield Fire District shall maintain membership in FASNY (Fireman's Association of the State of New York).

VOTE: All in favor, motion carried.

RESOLUTION #18 TO DESIGNATE THE FOLLOWING PEOPLE AS ELECTION INSPECTORS FOR 2008: RUTH BARSS, BETTY BOWEN, PAT BRUST, ANN CORNELL, MARGE CORNELL, BONNIE OLDER, DORIS OLDER, JUDY PECORARO, CAROL POTTER, JOYCE WOODARD.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to designate the following people as Election Inspectors for 2008: Ruth Barss, Betty Bowen, Pat Brust, Ann Cornell, Marge Cornell, Bonnie Older, Doris Older, Judy Pecoraro, Carol Potter, Joyce Woodard.

VOTE: All in favor, motion carried.

RESOLUTION #19 TO APPOINT WILLIAM YOUNG AS LEGAL ADVISOR FOR 2008.

MOTION: Spackmann

SECOND: Waite

RESOLVED to appoint William Young as legal advisor for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #20 TO APPOINT DENNIS MCCONKEY CHIEF FOR 2008.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to appoint Dennis McConkey Chief for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #21 TO APPOINT GARY GIBBINS ASSISTANT CHIEF OF COMPANY #1 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to appoint Gary Gibbins Assistant Chief of Company #1 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #22 TO ACCEPT CAPTAIN JASON GIBBINS OF COMPANY #1 FOR 2008.

MOTION: Spackmann

SECOND: Waite

RESOLVED to accept Captain Jason Gibbins of Company #1 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #23 TO ACCEPT 1ST LIEUTENANT JUSTIN BURWELL OF COMPANY #1 FOR 2008.

MOTION: Spackmann

SECOND: Waite

RESOLVED to accept 1st Lieutenant Justin Burwell of Company #1 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #24 TO ACCEPT 2ND LIEUTENANT KEITH WOOD OF COMPANY #1 FOR 2008.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to accept 2nd Lieutenant Keith Wood of Company #1 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #25 TO APPOINT MIKE CHANDLER 1ST ASSISTANT CHIEF OF COMPANY #2 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to appoint Mike Chandler 1st Assistant Chief of Company #2 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #26 TO APPOINT JON DAVIS 2ND ASSISTANT CHIEF OF COMPANY #2 FOR 2008.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to appoint Jon Davis 2nd Assistant Chief of Company #2 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #27 TO ACCEPT CAPTAIN BILL LLOYD, 3RD OF COMPANY #2 FOR 2008.

MOTION: Waite

SECOND: Spackmann

RESOLVED to accept Captain Bill Lloyd, 3rd of Company #2 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #28 TO ACCEPT 1ST LIEUTENANT DAVE HURD OF COMPANY #2 FOR 2008.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to accept 1st Lieutenant Dave Hurd of Company #2 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #29 TO ACCEPT 2ND LIEUTENANT SHAWN WILLARD OF COMPANY #2 FOR 2008.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to accept 2nd Lieutenant Shawn Willard of Company #2 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #30 TO APPOINT JAY ELLSWORTH 1ST ASSISTANT CHIEF OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to appoint Jay Ellsworth 1st Assistant Chief of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #31 TO APPOINT TIM KEMP 2ND ASSISTANT CHIEF OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to appoint Tim Kemp 2nd Assistant Chief of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #32 TO ACCEPT CAPTAIN ED PETKUS OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to accept Captain Ed Petkus of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #33 TO ACCEPT 2ND CAPTAIN BRIAN BUNNELL OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to accept 2nd Captain Brian Bunnell of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #34 TO ACCEPT 1ST LIEUTENANT SCOTT OLDER OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Kugler

RESOLVED to accept 1st Lieutenant Scott Older of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #35 TO ACCEPT 2ND LIEUTENANT WILLIAM MILLER OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to accept 2nd Lieutenant William Miller of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #36 TO ACCEPT SAFETY OFFICER THOMAS MITCHELL OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to accept Safety Officer Thomas Mitchell of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #37 TO ACCEPT SAFETY OFFICER DUANE HAMMOND OF COMPANY #3 FOR 2008.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to accept Safety Officer Duane Hammond of Company #3 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #38 TO APPOINT JOHN LANT 1ST ASSISTANT CHIEF OF COMPANY #4 FOR 2008.

MOTION: B. Bishop

SECOND: Kugler

RESOLVED to appoint John Lant 1st Assistant Chief of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #39 TO APPOINT JOHN KING 2ND ASSISTANT CHIEF OF COMPANY #4 FOR 2008.

MOTION: Waite

SECOND: Kugler

RESOLVED to appoint John King 2nd Assistant Chief of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #40 TO ACCEPT CAPTAIN DUANE BOGARDUS OF COMPANY #4 FOR 2008.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to accept Captain Duane Bogardus of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #41 TO ACCEPT CAPTAIN GARY BULLARD OF COMPANY #4 FOR 2008.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to accept Captain Gary Bullard of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #42 TO ACCEPT 1ST LIEUTENANT DEAN DEUEL, JR., OF COMPANY #4 FOR 2008.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to accept 1st Lieutenant Dean Deuel, Jr., of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #43 TO ACCEPT 2ND LIEUTENANT SCOTT DUSSAULT OF COMPANY #4 FOR 2008.

MOTION: Spackmann

SECOND: Waite

RESOLVED to accept 2nd Lieutenant Scott Dussault of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #44 TO ACCEPT SAFETY OFFICER PAUL CONESKI OF COMPANY #4 FOR 2008.

MOTION: Waite

SECOND: Kugler

RESOLVED to accept Safety Officer Paul Coneski of Company #4 for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #45 TO APPOINT GARY GIBBINS DISTRICT EMS COORDINATOR FOR 2008.

MOTION: Waite

SECOND: Spackmann

RESOLVED to appoint Gary Gibbins District EMS Coordinator for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #46 EFFECTIVE JANUARY 1, 2008, REIMBURSEMENT WILL BE 50.5¢ PER MILE FOR FIRE CALLS OR DISTRICT BUSINESS ONLY (BASED ON FEDERAL GUIDELINES). MILEAGE VOUCHERS HELD LONGER THAN TWO MONTHS WILL NOT BE ACCEPTED; ANY SUBMISSIONS MUST BE RECEIVED BY THE THURSDAY MORNING PREVIOUS TO THE NEXT BOARD MEETING.

MOTION: Waite

SECOND: B. Bishop

RESOLVED that effective January 1, 2008, reimbursement will be 50.5¢ per mile for fire calls or district business only (based on federal guidelines). Mileage vouchers held longer than two months will not be accepted; any submissions must be received by the Thursday morning previous to the next board meeting.

VOTE: All in favor, motion carried.

Treasurer J. Bishop clarified that December's mileage can be submitted in February, but it cannot be submitted in March, as it will be too late. It gives everyone a whole month in between to complete the paperwork and you don't have to submit two months at a time. It

needs to be here no later than Thursday morning, either at the District office, in her box at Middle Grove or in the mail to her and received by the Thursday before the meeting.

RESOLUTION #47 APPOINTING ED PETKUS AS DISTRICT REPRESENTATIVE TO THE FIRE ADVISORY BOARD FOR 2008.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED appointing Ed Petkus as District representative to the Fire Advisory Board for 2008.

VOTE: All in favor, motion carried.

RESOLUTION #48 THAT THE MINIMUM NUMBER FOR PARTICIPATION IN FIRE ALARMS NEEDED IN ORDER TO RECEIVE CREDIT FOR LOSAP 2008 WILL BE DETERMINED BY CALCULATING FIRE ALARM CALLS RECEIVED IN 2008.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED that the minimum number for participation in fire alarms needed in order to receive credit for LOSAP 2008 will be determined by calculating fire alarm calls received in 2008.

VOTE: All in favor, motion carried.

Secretary Petkus clarified that the number is still 10%, except for Maple Avenue, which would be 10% of the first 500 calls and then 7.5% after that. Chairman Kugler added that it would be based on the total number of calls for each Company, determined on December 31, 2008.

RESOLUTION #49 TO APPROVE THE YEAR END CLOSE OF BOOKS MEETING MINUTES OF DECEMBER 28, 2007.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to approve the Year End Close of Books meeting minutes of December 28, 2007.

VOTE: All in favor, motion carried.

Treasurer J. Bishop then read the claims from Abstract #1, dated 1/2/08.

A/C Gibbins asked about claim #14 and didn't we just pay a bill last month for the same thing? Treasurer J. Bishop noted it was a separate bill. A/C Gibbins noted he was not aware of another problem again. Possibly Commissioner Robarge got in touch with Toby. Discussion continued regarding the problem, including the problem with domestic furnaces versus commercial furnaces.

Commissioner Spackmann asked regarding claim #9, Orkin Pest Control, are the flies any better? Commissioner Waite said the problem is much better.

RESOLUTION #50 TO APPROVE CLAIM #1 THROUGH CLAIM #14 AS READ, TOTALLING \$6000.17.

A3410.2	\$ 443.90
A3410.4	5556.27
Total:	\$6000.17

MOTION: Waite

SECOND: B. Bishop

RESOLVED to approve claim #1 through claim #14 as read, totaling \$6000.17.

VOTE: All in favor, motion carried.

Treasurer J. Bishop then read the claims from the Building Reserve Fund, and noted that for claim #3 she just received a check from Co #4 to reimburse the district.

Commissioner B. Bishop had a question regarding claim #2, and was that for a trophy case or something like that. Commissioner Spackmann explained that it was for mirrors and windows, and they are just called showcase sliders.

RESOLUTION #51 TO APPROVE CLAIM #1 THROUGH CLAIM #3 FROM THE BUILDING RESERVE FUND FOR \$1,653.92, PER PREVIOUS PERMISSIVE REFERENDUMS.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to approve claim #1 through claim #3 from the Building Reserve Fund for \$1,653.92, per previous permissive referendums.

VOTE: All in favor, motion carried.

Reports of Companies:

Company #1: A/C Gibbins explained that there has been snow build up and will contact the Town to have it taken care of.

Company #2: A/C Chandler explained that 273 is going to be down for a couple more weeks as they are having trouble getting parts for it. Chairman Kugler asked him about planning as well. A/C Chandler noted he has been in contact with the highway superintendent regarding the situation up at Lake Desolation and the driveways in general, and he is trying to set up a meeting with himself, the Town Engineer, the Town Board, the Town Supervisor, the planning board and the fire department to address those situations. Chairman Kugler asked that the Chief and A/C Ellsworth would be involved as well. 2nd A/C Davis thought that maybe one of the Board members should be involved; Chairman Kugler noted Commissioner B. Bishop could handle it.

Company #3: A/C Ellsworth noted that in the last minutes he thinks Commissioner B. Bishop said something about the garage getting the access system installed; would like someone to look into that. Commissioner Spackmann to work with Commissioner B. Bishop on that, and Commissioner Spackmann clarified that it was Commissioner King who had mentioned it.

Company #4: A/C Lant asked if Commissioner Waite had any luck with the pagers. Commissioner Waite said no; A/C Lant said he asked for a couple of new ones. P/A Howe explained that she got the request but she had to send them out to have tones put in them first. The request was for two pagers.

Reports of the Commissioners:

Commissioner Bishop: Just asked if there was a procedure in place for appointing Acting Commissioner, or is it that Chairman Kugler will just appoint someone. Chairman Kugler noted there was a procedure for that. Commissioner B. Bishop clarified that he was speaking about his leave. There was brief discussion; Chairman Kugler said he was coming to that.

Commissioner Spackmann: Next month the renovation to Maple Avenue should be complete and the renovation committee will be giving the Board a report of the renovations to the radio and fitness rooms. He has also had a couple of meetings with AT&T and Verizon, about the issue with the lines and apparently there is a special fiber line from Waller Road that was run when the Jeep dealership moved in, which requires engineering, permits, etc. Some of the Verizon techs have suggested that they are going to try to work through the system to try to get us service. Will continue working on the problem, but by law, the phone company does not have to guarantee fax service, only voice service. Vonage is still not compatible with the County system, and you would think you would have other options, but we have to work with the County with what they have. Commissioner Waite asked if you just keep the last sheet with all the information on it. Commissioner Spackmann said he did not know. Brief discussion continued. This Friday TWC is going to install Roadrunner at Co #1. Thought the electrical work should have been completed; it was noted Porters was not done yet.

Commissioner Waite: Would like to see the Commissioners buy another fax machine so we can get faxes back as he does not want to tie up that Rip and Run line, and that fax machine was on the other line. Commissioner Spackmann asked if he was saying he needed two fax machines. Commissioner B. Bishop asked if there has been a lot of conflict where they have had two faxes coming in at the same time. Commissioner Waite said no, but the potential is there. 2nd A/C Davis said the fax has memory and they don't need two faxes. It was clarified that the fax can be used to receive faxes other than the Rip and Run. 2nd A/C Davis also asked the purchasing agent if she could come over and look at the fax to see what they need; she noted that everyone is on the list to get supplies.

Chairman Kugler: Beginning this week Joyce will be going full time and will be in the office from 9 am until 3 pm, but please call if you are going over there as she may be running around between companies. She will also be taking over the LOSAP program and calculating the points. Steve Van Dyk has been asked to build lock boxes for each firehouse and she will be creating forms that will hopefully make things easier. She noted that she has created a generic form for everyone and asked the Chief to take a look at it, pass it around and get some feedback. She will be going around periodically picking up the forms. She also explained that she will have the forms made in duplicate, so all anyone will have to do is fill out the form, put the original in the lock box and keep the copy for their own records. Concern was raised regarding the state reports; discussion continued. Commissioner Spackmann noted that the idea is that by doing this we are trying to alleviate the amount of paperwork being done by each company, but in doing so, that everyone is on board with the process. Joyce also explained that she is not trying to give anyone more paperwork but rather is trying to make it a little easier on everyone. A/C Ellsworth added that there is going to be an officer's meeting after this meeting, and maybe she could talk a little bit about it at that meeting.

Purchasing:

*Needs to purchase battery for the portable radios, Streamlite flashlights and pagers. Brief discussion continued; Commissioner Spackmann asked her to coordinate with the officers before purchasing them.

RESOLUTION #52 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE BATTERIES FOR THE PORTABLE RADIOS, PAGERS AND STREAMLITE FLASHLIGHTS.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to give the Purchasing Agent permission to purchase batteries for the portable radios, pagers and Streamlite flashlights.

VOTE: All in favor, motion carried.

*Would also like permission to print up the 2008 purchase orders for distribution at the February meeting.

RESOLUTION #53 GIVING THE PURCHASING AGENT PERMISSION TO ORDER 2008 PURCHASE ORDER FORMS.

MOTION: Kugler

SECOND: Waite

RESOLVED to give the Purchasing Agent permission to order 2008 purchase order forms.

VOTE: All in favor, motion carried.

A/C Gibbins explained that he has one firefighter, Ed Petkus going to the EMS refresher course in Stillwater and might need new vouchers, not sure how to handle that. P/A Howe noted they could talk about it after the meeting. Chairman Kugler added that he should also speak to Commissioner Robarge as he is in charge of training. Brief discussion continued.

Report of the Chief:

*Nothing at this time.

Correspondence:

*Spoke to Donna Crossman from RPT and she will coming to the workshop on January 24th to speak about the research she is doing, along with distributing the questionnaires.

*Knows it feels like we just finished them, but physicals are starting soon in the spring. Will have all the details at the February meeting, including Saturdays. Anyone interested, you can start calling Greenfield Country Medicine to set up appointments.

RESOLUTION #54 TO APPOINT RICHARD SPACKMANN AS ACTING CHAIRMAN FOR THE NEXT FEW MONTHS.

MOTION: Kugler

SECOND: Waite

RESOLVED to appoint Richard Spackmann as Acting Chairman for the next few months.

VOTE: All in favor, motion carried.

Chairman Kugler asked if there was anything else anyone wanted to bring up before he closed.

A/C Gibbins has an old Nextel that is broken from 261, may need to be replaced. P/A Howe to take a look at it.

RESOLUTION #55 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Spackmann with a second made by Commissioner Waite to adjourn the meeting at 8:11 pm. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus
District Secretary