

Board of Fire Commissioners

Greenfield Fire District
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The December 26, 2018 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Michael Chandler at 7:00 PM.

Present were:

Commissioners Chandler, Dussault, King, Miller, D/A & Treasurer Petkus, SK/PA Ranck. Please see sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** December 12, 2018 Commissioner Meeting Minutes as written.

RESOLUTION #280 APPROVING THE DECEMBER 12, 2018 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: King

RESOLVED to approve the December 12, 2018 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

It was noted that a Staples invoice and G.A. Bove invoice were added to the abstract.

RESOLUTION #281 TO PAY ABSTRACT #24, VOUCHER #180624 THROUGH VOUCHER #180643 FROM THE GENERAL FUND, TOTALING \$20,376.76

A3410.1	\$	5,160.63
A3410.2		7,780.65
A3410.4		7,035.01
A9000.8		400.47

Total:	\$	20,376.76

MOTION: Chandler

SECOND: Dussault

RESOLVED to pay Abstract #24, Voucher #180624 through Voucher #180643 from the General Fund, totaling \$20,376.76

VOTE: All in favor, motion carried.

RESOLUTION #282 TO PAY BUILDING RESERVE ABSTRACT #7, VOUCHER #BR18010 THROUGH #BR18011 FROM THE BUILDING RESERVE FUND, TOTALING \$337.58

MOTION: Dussault

SECOND: Miller

RESOLVED to pay Building Reserve Abstract #7, Voucher #BR18010 through #BR18011 from the Building Reserve Fund, totaling \$337.58.

VOTE: All in favor, motion carried.

4. Firefighter/Auxiliary Applications/Changes in Membership:

Firefighter Applications for Membership:

- Co #3: Craig Smith
- Co #4: Caitlyn LaPage

Firefighter Changes in Membership:

- Co #4: Robert Ludwig, Active Probationary to Active; Matthew Reynolds, Life Member to Active status.

Auxiliary Applications/Changes in Membership: None.

Auxiliary Applications for Membership:

- Co #3: Patricia Subcliff

Auxiliary Changes in Membership:

- Co #2: Tiffany Ray, transfer from Co #2 auxiliary to Co #1 auxiliary.

RESOLUTION #283 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER AND AUXILIARY APPLICATIONS AND CHANGES IN MEMBERSHIP.

MOTION: Dussault

SECOND: King

RESOLVED to give the Chairman of the Board permission to sign off on firefighter and auxiliary applications and Changes in Membership.

VOTE: All in favor, motion carried.

5. Special Topics of Discussion:

- Year end close of books: see attached.

RESOLUTION #284 ACCEPTING CHAZEN CONTRACT FOR CO #1 ROOF ISSUES IN THE AMOUNT OF \$2400. MONEY TO COME FROM BUILDING, MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: King

RESOLVED to accept Chazen contract for Co #1 roof issues in the amount of \$2400. Money to come from Building, Maintenance & Grounds line item.

VOTE: All in favor, motion carried.

RESOLUTION #285 GIVING THE TREASURER PERMISSION TO MOVE \$19,161.56 FROM THE GENERAL FUND INTO THE EQUIPMENT RESERVE FUND.

MOTION: Chandler

SECOND: Miller

RESOLVED to give the Treasurer permission to move \$19,161.56 from the General Fund into the Equipment Reserve Fund.

VOTE: All in favor, motion carried.

RESOLUTION #286 ADOPTING ALL CLAIMS AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET; GIVING THE TREASURER PERMISSION TO MOVE MONIES AS DISCUSSED, INCLUDING MOVING THE 2018 GENERAL FUND INTEREST OF \$559.51 INTO THE BUILDING RESERVE FUND.

MOTION: Chandler

SECOND: Dussault

RESOLVED to adopt all claims as discussed and listed on the year end worksheet; giving the Treasurer permission to move monies as discussed, including moving the 2018 General Fund Interest of \$559.51 into the Building Reserve Fund.

VOTE: All in favor, motion carried.

- D/A Petkus read letter received from Commissioner candidate Edward Ackley, congratulating Clint McGowan on his victory in the 2018 Commissioner election.

RESOLUTION #287 GIVING FIREFIGHTER JOSEPH RUSSO PERMISSION TO ATTEND INCIDENT SAFETY OFFICER 1/22/19-2/19/19 AT THE KINGSBURY VOLUNTEER HOSE COMPANY IN WASHINGTON COUNTY.

MOTION: Chandler

SECOND: King

RESOLVED to give Firefighter Joseph Russo permission to attend Incident Safety Officer 1/22/19-2/19/19 at the Kingsbury Volunteer Hose Company in Washington County.

VOTE: All in favor, motion carried.

- A/C Barss asked if Instructor Joseph Dolan could have access to Co #2 firehouse; Joyce noted she took care of it today.
- Commissioners-elect Davis and McGowan have taken their oaths.
- Chief Ellsworth noted the following:
 - Brief discussion regarding 271 cracked window; Nate King to look at it.
 - Discussion regarding 261; remove and add aluminum diamond plate to be added, and cab graphics.

RESOLUTION #288 GIVING THE CHIEF PERMISSION TO HAVE 261 REPAIRED AS DISCUSSED IN THE AMOUNT OF \$2790.00. MONEY TO COME FROM 2019 APPARATUS MAINTENANCE & REPAIRS LINE ITEM.

MOTION: King

SECOND: Miller

RESOLVED to give the Chief permission to have 261 repaired as discussed in the amount of \$2790.00. Money to come from 2019 Apparatus Maintenance & Repairs line item.

VOTE: All in favor, motion carried.

- Commissioner Dussault noted 290 needs catalytic converter. Lengthy discussion continued. It is not a safety issue, just an emissions issue. Chief Ellsworth noted he just found out about it on Sunday, asked D/C Bogardus to get a quote, and just received it today. To be repaired.
- Received certificate of completion for Co #1 water storage tank.
- Commissioner Chandler gave his farewell to Commissioner Miller, and thanked him for his service. There was a round of applause from the audience.

6. Dispense with the reading of the minutes:

RESOLUTION #289 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Dussault

SECOND: King

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Dussault with a second from Commissioner Miller to adjourn the meeting at 7:29 PM. All in favor, motion carried.

Respectfully submitted,



Joyce Petkus
District Administrator/Treasurer

2018 Year End Monies			
	Beginning Balance	Expenses	Ending Balance
General Fund balance as of 12/19/2018	\$178,149.24		
12/28/18 payroll (PP 12/8-12/21/18)		\$5,552.11	
1/11/19 payroll (PP 12/22-12/31/18)	Estimated	\$3,965.00	
			\$168,632.13
December 26, 2018 Abstract #24		\$20,376.76	
Sub Total			\$148,255.37
Carryover			
Unreserved FB for Jan/Feb operations		\$75,000.00	
Transfer of Funds to Banquet FB		\$12,854.00	
Sub Total			\$60,401.37
Encumbered			
A3410.2 Account	TO ACCOUNTS	Amount	
2B Xtreme - 294 lettering/stripping	Misc. Equipment	\$1,150.00	
B-Lann - 271 rubber hose	Hose	\$600.00	
Garrison (DEC Grant) - hose	Misc. Equipment	\$1,872.00	
Witmer Public Safety - helmets/shields	PPE	\$945.11	
Sub Total A3410.2		\$4,567.11	
A3410.4 Account	TO ACCOUNTS	Amount	
Allerdice - thermostats for Co #4	Repairs, Bldg., Maint. Grounds	\$39.98	
B-Lann - Co #1 TIC batteries	Repairs to Equipment	\$329.46	
Chazen -Co #2 Stairs/Co #4 Steel column	Repairs, Bldg., Maint. Grounds	\$1,787.12	
Chazen - Co #1 Roof	Repairs, Bldg., Maint. Grounds	\$2,400.00	
FireTech - air pack inspections	Equipment Inspection	\$4,500.00	
George Farnum, Architect - roof simulator	Operations	\$2,000.00	
Staples - Misc. Office Supplies	Office Supplies	\$86.66	
VanDusen & Steves - Survey markings	Repairs, Bldg., Maint. Grounds	\$1,200.00	
VDM - 261 -Dmd plate, cab door, ptg, graphics	Apparatus Maint/Repairs	\$6,260.00	
VDM - 261 paint	Apparatus Maint/Repairs	\$15,220.00	
VDM - 294 back up lights (from June!)	Apparatus Maint/Repairs	\$410.74	
VISA 1223 (Liehs & Steigerwald)	EMS Training	41.58	
VISA 1827 USPS (shipping to AJ Vel)	Operations	\$7.25	
VISA 1827 Old Bryan Inn - Staff Holiday lunch	Operations	\$169.53	
G.A. Bove - heating fuel	Utilities	\$704.16	
G.A. Bove - heating fuel	Utilities	\$553.46	
G.A. Bove - heating fuel	Utilities	\$403.25	
Sub Total A3410.4		\$36,113.19	
Sub Total Encumbered (12/31/18 Abstract #25)			\$40,680.30
Ending Balance			\$19,721.07
2018 General Fund Interest	Building Reserve Fund	\$559.51	
Ending Balance			\$19,161.56
Reserves	Reserve Balances as of 11/30/18 Bank Reconciliations	To Deposit	
Building Reserve	\$1,054,791.08		
Equipment Reserve	\$919,496.62	\$19,161.56	
SCBA Reserve	\$60,710.27		
Ladder Reserve	\$401,855.29		
Final Ending Balance (should = 0)			\$0.00