

**ORCHARD PARK BOARD OF FIRE COMMISSIONERS
MINUTES OF THE SEPTEMBER MEETING**

The regular monthly meeting of the Board of Fire Commissioners of the Orchard Park Fire District was held on September 12, 2017 at 7:00 PM in the Board Room of the Orchard Park Fire Hall. The meeting was called to order by Chairman Macheimer and began with the pledge to the flag.

Roll Call:

Chairman:	Kenneth Macheimer	Dist. Chief:	Guy Carey
Commissioner:	Paul Bodden	Treasurer:	Christine Petrie
Commissioner:	Robert Eiskant	Deputy Treasurer:	Penny Jensen
Commissioner:	Frank Wierzbowski	Attorney:	Michael Chelus
Commissioner:	Gregory Gill	Secretary:	Roberta Buczkowski

Fire Company Officers Present:

Orchard Park Chief:	Matthew Cavanagh
Windom 1 st Assistant Chief:	Aaron Jarka
Hillcrest Chief:	Dan Neaverth

Others Present:

Chet Covers, Windom	Ed Jensen Jr., Orchard Park
Ed Jensen Sr., Orchard Park	Andrew Carey Orchard Park
Robert Baun, Windom	Peter Slotman, Hillcrest
Larry Brand, Hillcrest	

Memorial Resolution for Bob Sponholz read into the minutes

Approval of Minutes of the Meeting:

Motion made by Commissioner Bodden, seconded by Commissioner Eiskant that the minutes of the August meeting be approved. All in favor; motion carried.

Communications and Action on Same:

1. Letter from Harbor Funds re: shareholders proxy voting. Basket
2. Letter from Dr. Donald Storm re: hazardous material on site. Given to Orchard Park Chief Cavanagh.
3. Letter from Absolute Care re: oxygen use patients. Copy to OP Chief, original filed.
4. Letter from Windom Fire Company re: out of service for Scott Kenny. Filed.
5. Thank you letter from Orchard Park Presbyterian Church for the maze donation. Filed.
6. Letter from Strykersville Volunteer Fire Company re: "Certificate of Need" letter request from Orchard Park. Per Commissioner Gill we should send the letter. Secretary to write and send.
7. Letter from Windom Elementary School re: use of Windom Hall as a safe haven. Motion made by Commissioner Wierzbowski, seconded by Commissioner Eiskant regarding same. All in favor; motion carried. Letter to be sent.

8. Letter from Windom Fire Company re: use of Windom Hall October 6, 2017. Motion made by Commissioner Eiskant, seconded by Commissioner regarding same. All in favor; motion carried.
9. Letter from Hillcrest Fire Company re: new members. See new memberships and removals.
10. Letter from Hillcrest Fire Company re: use of Hillcrest hall October 13, 29 and November 19th. Motion made by Commissioner Gill, seconded by Commissioner Wierzbowski regarding same. All in favor; motion carried.

Treasurer's Report:

There are no transfers are needed:

The monthly cash flow report is attached to the file copy.

Motion made by Commissioner Bodden, seconded by Commissioner Eiskant to accept the Treasurer's report. All in favor; motion carried.

Orchard Park Chief, Matt Cavanagh:

1. Have been approached by the Orchard Park Police Department to do a car seat safety check at Central on September 19, 2017. This is fine with the board.
2. Motion made by Commissioner Gill, seconded by Commissioner Bodden to allow the use of Central on September 28, 2017 for the Life Members Dinner. All in favor; motion carried.
3. The heater is leaking in the Captains Office. Per Firefighter Jensen it has been fixed, but the floor now needs repair.
4. There is no air conditioning in the Chief's office. Per Firefighter Ed Jensen Jr. there is only one (1) control for the air conditioning and it is in the District Offices. Will have Northeast Mechanical check to see what can be done.
5. A list is needed from the Board on which firefighters have had their physicals.
6. The wall that the maze was on has been painted but it doesn't match at all and looks terrible. Chief Neaverth will coordinate with the EC Sheriff's Department, Commissioner Gill and Firefighter Ed Jensen Jr. to have the convicts paint the wall.
7. With regards to the suspension policy; is the District looking to re-do the policy on driving suspensions? Have had several accidents and there seems to be some problems with communications between the board and the chiefs. Per Chairman Machermer there has to be diligence in reporting. After much discussion the board will go to executive session before the end of the meeting.

Windom Assistant Chief, Aaron Jarka:

1. Will be holding a boot drive on September 24th during the Bills home game. This is fine with the Board as long as everything is done to keep everyone safe.
2. Thanks to all for the standby on September 10th during the home opener of the Bills.
3. An applicant submitted for membership at Windom was voted down by the membership at their regular monthly business meeting, however the applicant already went for the physical.
4. EVOC on September 16 & 17 from 8-4.

Hillcrest Chief, Dan Neaverth:

1. Will be starting Fire Prevention next month.
2. Question as to when 881 will be finished. Per Commissioner Gill, in just a couple of days.
3. There was some confusion with the dispatch concerning the accident on the 219. The medics need to understand that the chiefs are in charge of the scene and EMS only is in charge of the patients.

District EMS, Tim Benstead,

1. The Active Shooter class for those interested. Some from each company per each chief. Should be no more than \$1000.00 for up to ten (10) to go. Three days. Motion made by Commissioner Gill, seconded by Commissioner Bodden to have up to ten (10) go for a cost not to exceed \$1000.00. All in favor; motion carried.

District Training, by Andrew Carey,

1. Training Officer Michael Carey has been in contact with Dave Stromecki with regards to insurance for the acquired buildings to train and/or burn.
2. District Drill at the tower on September 18th, “Vent Entry Search”.

NEW MEMBERSHIPS AND REMOVALS:

*****Orchard Park*****

None

*****Hillcrest*****

Motion made by Commissioner Gill, seconded by Commissioner Wierzbowski to accept Josh Hall to the District Rolls. All in favor; motion carried.

Motion made by Commissioner Gill, seconded by Commissioner Bodden to accept Nicole Kowal to the District Rolls. All in favor; motion carried.

Motion made by Commissioner Gill, seconded by Commissioner Bodden to accept Michael Kowal to the District Rolls, EMS only. All in favor; motion carried.

*****Windom*****

None

IT, Greg Bienis,

1. Making changes to the “I Am Responding”
2. Re-vamping the website and will have a demo to the board soon.
3. Need access to maintenance for the FOB system. The Board will take care of contacting the necessary individuals to provide access and maintain security within the District personnel.

COMMISSIONER’S REPORTS

Commissioner Eiskant:

No report

Commissioner Bodden:

1. The floor at Hillcrest in the kitchen will be taken up again as there is an issue with the drain.
2. Thank you to Mike Carey for taking care of all the garbage and old junk behind TREMS.
3. Motion made by Commissioner Bodden, seconded by Commissioner Machemer to advertise for the roof repair/replacement for 4222 S. Taylor Road with bid opening October 17, 2017 after the Public Budget meeting. All in favor; motion carried.

Commissioner Wierzbowski:

No report

Commissioner Gill:

1. Motions made by Commissioner Gill, seconded by Commissioner Eiskant to have secretary Buczkowski write a letter of support to Strykersville Fire Company for their Operating Certificated. All in favor; motion carried.
2. Motion made by Commissioner Gill, seconded by Commissioner Wierzbowski to have secretary Buczkowski send letter to Erie Count Emergency for their operating certificate. Commissioner Gill will give the secretary the wording. All in favor; motion carried.
3. Motion made by Commissioner Gill, seconded by Commissioner Bodden to rescind the motion made at the January 2017 meeting for the sale of the old 883 to EMS Inc. All in favor; motion carried.
4. Motion made by Commissioner Gill, seconded by Commissioner Bodden for firefighters responding to calls for ambulance to be awarded the point for the call and if they drive the ambulance to the hospital are given the point and paid. All in favor; motion carried.
5. Motion made by Commissioner Gill, seconded by Commissioner Eiskant to replace the HVAC system for the kitchen area at Hillcrest for a cost of \$11,000.00. All in favor; motion carried.

Commissioner Machemer:

1. Motion made by Commissioner Machemer, seconded by Commissioner Bodden to adopt the proposed 2018 budget. All in favor; motion carried.

Attorney Chelus:

1. Motion made by Commissioner Bodden, seconded by Commissioner Wierzbowski to hold the Public Hearing on the proposed 2018 Budget on Tuesday, October 17, 2017 at 7pm in the Central Fire Hall, and to advertise for said meeting. All in favor; motion carried.

UNFINISHED BUSINESS:

Motion made by Commissioner Eiskant, seconded by Commissioner Bodden to put the ad in the Orchard Park Bee for Fire Prevention for a cost not to exceed \$1000.00. All in favor; motion carried.

NEW BUSINESS:

Motion made by Commissioner Eiskant, seconded by Commissioner Gill to send Lancaster a check for \$1000.00 for use of their Fire Prevention trailer. All in favor; motion carried.

BUSINESS FROM THE FLOOR:

None

PRESENTATION OF BILLS AND ACTION ON THE SAME:

Motion made by Commissioner Gill, seconded by Commissioner Eiskant that the bills be paid as presented for a total of \$137,272.90. All in favor; motion carried.

Motion made by Commissioner Gill, seconded by Commissioner Bodden to go to Executive Session. All in favor; motion carried.

Executive Session began at 8:01.

Motion made by Commissioner Gill, seconded by Commissioner Bodden to return to regular meeting. All in favor; motion carried.

Regular meeting resumed at 8:20pm

Motion made by Commissioner Macheimer, seconded by Commissioner Wierzbowski to lift all existing driving suspension due to lack of written documented information by the District Chief. All in favor; motion carried.

MEETING ADJOURNED:

There being no further business to come before this Board, motion made by Commissioner Gill, seconded by Commissioner Eiskant that the meeting be adjourned. All in favor; motion carried.

Meeting adjourned 8:21PM

Respectfully submitted, Roberta Buczkowski, Secretary