

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, October 12, 2020.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened at 7:30 pm on Monday, October 12, 2020, in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Andrew Casucci, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Sarah deForest, Administrator Assistant Lisa Castaldo, Grant Keeler and Andy Stadel.

A letter of resignation was received from Commissioner Duane Lindsey. Commissioner Schanz made a motion to appoint J. Grant Keeler to complete the term of Commissioner Lindsey, which ends December 31, 2020. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Snow Plow Bids

One bid was received: Commissioner Schanz made a motion to hire Marc Badalucco for \$10,672 for snowplowing for the 2020-2021 season, pending a certificate of insurance and proof of Workers Comp. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Received a letter from Hannigan Law Firm, LLC. regarding their yearly fee. Commissioner Casucci made a motion to hire the Hannigan Law Firm, LLC for a yearly fee of \$4,000. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Bills

1. A listing of transactions numbered 14230 through 14266, totaling \$12,238.85, was presented to the Board.

Commissioner Casucci made a motion to pay the bills. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Old Business

Commissioner Casucci made a motion to approve the minutes. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for September 2020 and the listing of transactions approved and paid in September 2020 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for August 2020 were returned to the Treasurer.

Commissioner Schanz made a motion to accept the Treasurer's report. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Chief's Report

1. Commissioner Schanz made a motion to purchase the following:
 - a. One (1) helmet and one (1) helmet shield from Paul Conway.
 - b. Ten (10) pairs of structural gloves from Strategic Safety Dynamics @ \$80.77 each for a total of \$807.
 - c. Six (6) pair of extrication gloves from Strategic Safety Dynamics @ \$47.45 each for a total of \$284.70. The total cost of the gloves is \$1,091.70.
 - d. Six (6) desktop chargers from Amazon @ \$57 each for a total of \$342.
 - e. Six (6) desktop chargers from Amazon @ \$59.99 each for a total of \$359.94.Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Casucci made a motion to approve the following:
 - a. Necessary apparatus for Halloween parades
 - b. R-631 on November 8th for Toys for TotsCommissioner Keeler seconded the motion. The motion was carried unanimously.

Administrator's Report

No report

Administrative Assistant Report

1. The Girl Scouts will have to wait until the hall is opened to have it for their meetings.

2. We have been unable to reach Living Water to address the problem at Station #2. We will contact Aqua Science.
3. The fire extinguishers have been ordered from Tri-City Fire Extinguishers. Commissioner Schanz made a motion to purchase one fire extinguisher and one dry chem extinguisher. Commissioner Keeler seconded the motion. The motion was carried unanimously. These will be delivered with the other extinguishers that were ordered.
4. The remainder of the Administrative Assistant's report is attached to the minutes.

New Business

1. There was discussion of changing our LOSAP program from Penflex, Inc to Fire Fly. Commissioner Schanz made a motion to hire Fire Fly to meet our needs for our LOSAP. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. Received from Penflex, Inc.:
 - a. The Annual Report Actuarial Valuation
 - b. The Annual Report Commentary
3. Received the legal notices for the public budget hearing.
4. Received from UBS:
 - a. Client statement for September 2020
 - b. Confirmations

Miscellaneous

1. There is a need for new compressors at Stations #1&2. Three quotes were received:

a. Air Compressor Engineering	\$4,725.00
b. Grainger	2,230.00
c. NAPA	2,374.05

Commissioner Schanz made a motion to purchase two (2) compressors from NAPA @ \$2,374.05 for a total of \$4,748.10. Commissioner Keeler seconded the motion. The motion was carried unanimously.

2. Commissioner Lindsey returned his credit card, which will be destroyed.
3. After no contact with John Holland, 3EEEs, Jay Honsaker was authorized to complete the balance of 3EEEs contract. The contract balance was for \$1450, but we will pay him \$1500 because of necessary extra work.
4. There was discussion on a contract with EmTech. Commissioner Casucci made a motion to sign a 3-year contract for preventive maintenance at Stations # 1 & 2 with EmTech for \$27,452. (1st year - \$9,064, 2nd year - \$9,150, 3rd year - \$9,238). Commissioner Schanz seconded the motion. The motion was carried unanimously.
5. The sale price of ETA-622 was reduced to \$60,000.
6. The grant for extrication tools was denied.

7. The contract with Toyne for the new ER has been signed. The official date of completion is October 1, 2021. The chassis has been ordered.
8. There was discussion on the final drawing for the new Station #3. We will meet with Steve Rowland - Butler, Rowland, Mays – on Monday, October 26, at 7:30.
9. The contract with Sanders to monitor heating and cooling at Station #2 will expire in February. Hart will be upgrading the board and monitoring Station #2 thereafter.
10. Commissioner Casucci will be our representative with the Emergency Services Advisory Board.

Recess

Commissioner Casucci made a motion to recess until Tuesday, October 20 at 7:00 for the Budget Hearing. Commissioner Schanz seconded the motion. The motion was carried unanimously. The meeting was recessed at 9:15 pm.

Budget Hearing

The Budget Hearing was conducted at 7:00 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Bowman, Commissioner Casucci, Commissioner Grant Keeler, Commissioner Dave Pettis, Treasurer Carl Visconti and Secretary Karan Donohue.

Commissioner Pettis made a motion to open the public meeting. Commissioner Keeler seconded the motion. The motion was carried unanimously.

No members of the public attended the meeting.

Commissioner Pettis made a motion to approve the 2021 budget. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Commissioner Pettis made a motion to close the Public Hearing. Commissioner Keeler seconded the motion. The motion was carried unanimously.

1. Commissioner Casucci made a motion to send Fire Police to West Crescent for the funeral of Captain Donovan Ayotte. Commissioner Pettis seconded the motion. The motion was carried unanimously.
2. Commissioner Pettis made a motion to approve Firefighter Ed Vargas to conduct a live fire drill with Rexford on Tuesday, November 17th at the training center. Commissioner Casucci seconded the motion. The motion was carried unanimously.
3. The bay doors at Station #1 need to be repaired. We will call Murphy's Overhead Doors.
4. Commissioner Pettis has been unable to contact Davies to correct the lawn problem at Station #1.

5. The door jamb of the utility room at Station #3 has swollen so that the door will not shut.
6. The compressors have been ordered.

Recess

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was reconvened on Monday, October 26, 2020 in the Commissioners’ room at Station #2. Those in attendance were Commissioner Bowman, Commissioner Schanz, Commissioner Casucci, Commissioner Keeler, Commissioner Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrative Assistant Lisa Castaldo and Steve Rowland from Butler, Rowland, Mays.

There was discussion on the new Station #3. Mr. Rowland handed out conceptual drawings of the exterior and interior of the new building, along with an Opinion of Probable Construction Costs. A lengthy discussion followed.

Commissioner Schanz moved and Commissioner Pettis seconded a resolution to borrow up to \$4,200,000 for the construction of the new Station #3. The Secretary called the roll:

Commissioner Bowman	yes
Commissioner Schanz	yes
Commissioner Casucci	yes
Commissioner Keeler	yes
Commissioner Pettis	yes

The resolution was adopted.

1. Steve Rowland will check on the windows at Station #2 as to why they will not stay up.
2. There are trees in the grove at Station #1 that came down during the wind storm that have to be taken down.

Adjournment

Commissioner Casucci made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:00 pm. The next meeting will be Monday, November 12, 2020 at 7:30 pm in the Commissioners’ room at Station #2.

October 12, 2020 cont'd

Respectfully submitted by,

Karan Donohue, Secretary
Board of Fire Commissioners
Vischer Ferry Fire District

Kevin Bowman, Chairman
Board of Fire Commissioners
Vischer Ferry Fire District