

Monroe Joint Fire District Meeting of October 25, 2018

A meeting of the Board of Commissioners of the Monroe Joint Fire District of the Town of Monroe, Town of Woodbury, Village of Harriman, Village of Monroe, County of Orange, in the State of New York was held at the Monroe Joint Fire District Office 406 N. Main St. Monroe, New York on the 25th day of October 2018

Present: Thomas Sullivan	Commissioner
Thomas Smith	Commissioner
John Centofanti	Commissioner
Jason Kalter	Commissioner
Pat Patterson	Commissioner
William Badura	Attorney
Richard Goldstein	Treasurer
Mary Ellen F. Beams	Secretary

Commissioner Sullivan called the meeting to order with the pledge of allegiance at 7:00 pm.

Commissioner discussed the bills that were in question.

Audit of the Bills

On a motion by Commissioner Patterson, seconded by Commissioner Smith the following was Adopted Ayes 5 Commissioners Patterson, Smith, Sullivan, Kalter, Centofanti

Nays 0

Approval to pay the bills presented to the Commissioners.

Approval of Minutes

On a motion by Commissioner Kalter, seconded by Commissioner Smith the following was

Adopted Ayes 4 Commissioners Kalter, Smith, Centofanti, Patterson

Nays 0

Abstain 1 Commissioner Sullivan

Approval of the minutes of the minutes of September 27, 2018 of the Monroe Joint Fire District meeting.

Approval of Minutes

On a motion by Commissioner Smith, seconded by Commissioner Kalter the following was

Adopted Ayes 4 Commissioners Smith, Kalter, Centofanti, Patterson

Nays 0

Abstain 1 Commissioner Sullivan

Approval of the minutes of the minutes of October 16, 2018 of the Monroe Joint Fire District meeting.

Commissioner Sullivan announce that the Annual Election of the Monroe Joint Fire District will take place on December 11, 2018, between the hours of 3:00 P.M. and 9:00 P.M. at the fire district offices located at 406 North Main Street, Monroe, New York, to elect one (1) Fire District Commissioner for a five (5) year term. Commissioner Kalter's seat is up this election.

Annual Dinner Update

Tina Campbell informed the Commissioners that the Inspection Dinner will be held on March 16, 2019 at the Falkirk, the price is the same as last year. Secretary Beams will work with Tina to ensure that the most up to date and accurate mailing addresses are used.

She informed everyone that on December 8th at Station #1 is the children’s Christmas Party which starts at 12:30pm with lunch then a clown followed with the arrival of Santa. She asked that each station inform their members.

Treasurers Report

Treasurer Goldstein reported he met with Steve Engels from the districts auditing firm and went over some issues with carrying over fund balances. The audit report numbers 2017 end fund balance \$478,023.00. In 2017 monies carried forward were also monies from 2015 & 2016. Moved the 2017 balance the State allows 10-17% for Fire Districts to carry in fund balance we are currently at \$118,913.55 in fund balance. All journal entries are up to speed.

Treasurer Goldstein informed the Commissioners that the auditing firm is recommending that we switch our finance software to QuickBooks system. Steve Engels is going to give a demo and a proposal to the Treasurer and he will report back to the Commissioners

Treasurer Goldstein informed the Commissioners that the contract with Buzzeo Auditing firm ends on 12/31/2018.

RFP for Professional Auditing Services

On a motion by Commissioner Smith, seconded by Commissioner Patterson the following was

Adopted Ayes 5 Commissioners, Smith, Patterson, Sullivan, Centofanti, Kalter
Nays 0

Approval for the secretary to send out RFP for Professional Auditing services for a five year term.

Tax Cap Levy 2% Override

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners, Sullivan, Smith, Centofanti, Kalter, Patterson
Nays 0

Approval to

Adopt the 2019 Monroe Joint Fire District Budget

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners, Sullivan, Smith, Centofanti, Kalter, Patterson
Nays 0

Approval to adopt the 2019 Monroe Joint Fire District Budget of \$2,129,237.76

Treasurers Report

On a motion by Commissioner Smith, seconded by Commissioner Kalter the following was

Adopted Ayes 5 Commissioners, Smith, Kalter, Sullivan, Centofanti, Patterson
Nays 0

Approval of the October 2018 Treasurers report.

Chiefs Report

Chief Scherne reported that there have been 490 calls as this date.

Chief Scherne informed the Commissioners that they had two calls on Lakes Rd and damage was done to apparatus 538, 534, 536 and 537 the damage was mostly minor. The reason for the damage was the County put new blacktop on Lakes Rd and they never milled the area first by adding the blacktop without milling has now change the roads elevation. Prior to this work done the department never had an issue with the road.

New Member Station #3

On a motion by Commissioner Sullivan, seconded by Commissioner Patterson the following was Adopted Ayes 5 Commissioners, Sullivan, Patterson, Smith, Centofanti, Kalter
Nays 0

Approval for Matthew Murphy to become a member of Station #3.

New Member Station #3

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was Adopted Ayes 5 Commissioners, Sullivan, Smith, Centofanti, Kalter, Patterson
Nays 0

Approval for Joseph Mazzucco to become a member of Station #3.

New Member Station #2

On a motion by Commissioner Sullivan, seconded by Commissioner Patterson the following was Adopted Ayes 5 Commissioners, Sullivan, Patterson, Smith, Centofanti, Kalter
Nays 0

Approval for Axel Garcia to become a member of Station #2.

Chiefs Report

On a motion by Commissioner Smith, seconded by Commissioner Centofanti the following was Adopted Ayes 5 Commissioners, Smith, Centofanti, Sullivan, Kalter, Patterson
Nays 0

Approval of the October 2018 Chief's report.

Attorney's Report

Penflex Service Award Program 2018-2019 Service Fee Agreement

On a motion by Commissioner Kalter, seconded by Commissioner Centofanti the following was Adopted Ayes 5 Commissioners, Smith, Kalter, Sullivan, Patterson
Nays 0

Approval for Chairman Sullivan to sign the Service Award Program 2018-2019 service fee agreement,

Cincinnati Insurance Co. Surety Request for Hush Electric

On a motion by Commissioner Sullivan, seconded by Commissioner Kalter the following was Adopted Ayes 5 Commissioners, Sullivan, Kalter, Smith, Centofanti, Patterson
Nays 0

Approval for the Treasurer Goldstein to complete and sign the Cincinnati Insurance Co. surety request for Hush Electric.

Attorney Badura reported he is still working on the agreement from Orange County Elevator. Attorney Badura informed the Commissioners that next month he will be asking the Commissioners to adopt the new Sexual Harassment Policy he will be presenting and to rescind the old one. The law has changed and this policy will reflect the changes. Secretary Beams will add it to the November agenda.

Attorney’s Report

On a motion by Commissioner Sullivan, seconded by Commissioner Patterson the following was Adopted Ayes 5 Commissioners, Sullivan, Patterson, Smith, Centofanti, Kalter Nays 0 Approval of the October 2018 Attorney’s report.

Election Inspectors & Ballot Clerk

EXTRACT OF MINUTES OF MEETING
OF THE BOARD OF FIRE COMMISSIONERS OF THE
MONROE JOINT FIRE DISTRICT

WHEREAS, Section 175-a of the Town Law provides for a system of registration for Fire District elections; and

WHEREAS, a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS, such register shall be prepared from names of persons who have registered with the Orange County Board of Elections;

NOW, THEREFORE, BE IT RESOLVED that the following resident electors of the Monroe Joint Fire District are hereby appointed to constitute the Monroe Joint Fire District Board of Elections for the 2018 annual Fire District election:

Lawrence Lezak Chairman

Francis Beams Election Inspector

Renate Braunagel Election Inspector (optional)

Kieran Frost Ballot Clerk

_____ Ballot Clerk (optional)

and, be it further

RESOLVED that the Chairman, Election Inspector(s) and Ballot Clerk(s) be compensated in the amount of \$75.00 for their services in preparing the registration records and the same sum for their service and attendance at the annual election; and be it further

RESOLVED that in case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, the Board of Fire Commissioners or the Secretary of the Fire District may appoint alternates who are resident electors; and be it further

RESOLVED that, if clerical help is deemed necessary, the Board of Fire Commissioners delegates to the Chairman of the Board of Fire Commissioners the power to appoint such clerical help at a reasonable rate.

Motion made by Commissioner Sullivan, seconded by Commissioner Smith, and passed unanimously

On October 25, 2018.

Commissioner Sullivan informed the public that the Monroe Fire Department Election will be on Thursday, December 13, 2018.

Pumper Rescue's Update

Campbell Supply representative presented the Commissioners with specs for two pumper rescues totaling an amount of \$1,643,261.00 completely equipped. The Commissioners turned the spec's over to Jim Ebner from the truck committee. The committee will go over the specs and come back to the Commissioners with their findings and recommendations.

RFP Snow Ice Removal of Parking Lot Area, Apron and Sidewalks for Station #2

The Commissioners finalized the RFP and it is ready to be sent out.

RFP Snow Ice Removal of Parking Lot Area, Apron and Sidewalks for Station #2

On a motion by Commissioner Sullivan, seconded by Commissioner Patterson the following was

Adopted Ayes 5 Commissioners, Sullivan, Patterson, Smith, Centofanti, Kalter

Nays 0

Approval for secretary Beams to send out the RFP for Snow Ice Removal of Parking Lot Area, Apron and Sidewalks for Station #2 with a return date of November 15th 2018 by 7:00 pm. All RFP's must be presented in a sealed envelope.

New Building Update Station #2

Commissioner Kalter spoke about with the controlling of the ac and heat. The meeting room training room and kitchen are all on a timer and are considered unoccupied if its outside of the prescribed time He explained how to take care of the issue by sliding the controller in the attic to the left.

Commissioner Kalter stated that the kitchen was short one fire extinguisher and when Gordon Fire equipment came he told us the kitchen hood was due for service, so I asked him for a price. So they were asked for twice a year inspection for the Ansel system and once a year for the fire extinguishers it came to \$472.50

Gordon Fire Equipment Service Contract Station #2 Inspections Kitchen Hood Ansel System & Fire Extinguishers

On a motion by Commissioner Kalter, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners, Kalter, Smith, Sullivan, Centofanti, Patterson

Nays 0

Approval of the Gordon Fire Equipment Service Contract Station #2 Inspections Kitchen Hood Ansel System & Fire Extinguishers estimate of \$472.50.

Rich Lenahan spoke about the following items in regards to Station #2:

He stated that Haight hooked up the compressor and there is no exhaust system on it.

He also informed the Commissioners that they have been trying to get cable and cant because there can only be one bill for each municipal building. The Commissioners told Station #2 that the treasurer will pay the bill and once a year he will bill Harriman Engine Co for the cable as he now does for Lakeside.

Station #2 has been cleaning up but needs shelving for storage in the mezzanine area. Chief Scherne told him to get prices and he will fund it from the Chief's budget.

Ice Machine has been ordered.

Pete Tuohy is working on furniture from the County for St#2 and Tom Sullivan said the folding chairs and a couch will be donated by the funeral home.

Rich Lenahan informed the Commissioners that Station #2 wants to buy the sign in front of the building from the district for what they paid for it.

He discussed the kitchen door knob and lock and the Commissioners told him to get a proposal from a locksmith and bring it back to the Commissioners.

The Commissioners discussed the access to the kitchen and meeting room with Rich Lenahan and President LaMarch. The Commissioners have no problem with them using the rooms as long as they are keep clean The Commissioners want Harriman Engine Co to come back them in writing their use and needs for these rooms.

Justin LaMarch informed the Commissioners that the fire extinguishers needs signs saying that they are there.

Truck Update

Rescue Committee

Mike Terracino reported that they went and saw rescue at Thiel's and will be going to South Jersey to look at another one. The Committee is moving along slowly but surely.

Rescue Committee Use of Two Utility Vehicles

On a motion by Commissioner Sullivan, seconded by Commissioner Kalter the following was

Adopted Ayes 5 Commissioners, Sullivan, Kalter, Smith, Centofanti, Patterson

Nays 0

Approval for two utility vehicles up to eight members 1 meal per member with a not to exceed \$275.00 which tolls are to be included in that amount. The members are going to South Jersey to look at a rescue truck.

Permissive Referendum for Two Pumper Rescues

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners, Sullivan, Smith, Kalter, Centofanti, Patterson

Nays 0

Approval for the Treasurer of the Fire District be authorized to withdraw the sum of up to 1.8 Million Dollars from the Capital Equipment Reserve Fund heretofore established for purchase of two pumper rescues. The adoption of this resolution is subject to permissive referendum and shall take effect thirty (30) days after its adoption.

Transfer of Funds

On a motion by Commissioner Sullivan, seconded by Commissioner Kalter the following was

Adopted Ayes 5 Commissioners, Sullivan, Kalter, Smith, Centofanti, Patterson

Nays 0

Approval for the Treasurer to transfer \$200,000.00 from line 900-010 into the Capital Equipment Reserve Fund.

Public Comment:

No public comment.

Executive Session

On a motion by Commissioner Sullivan, seconded by Commissioner Kalter the following was

Adopted Ayes 5 Commissioners, Sullivan, Kalter, Smith, Centofanti, Patterson

Nays 0

Approval to enter into an executive session to discuss a particular person or persons.

Return to Regular Session

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners, Sullivan, Smith, Centofanti, Kalter, Patterson

Nays 0

Approval to enter into an executive session to discuss a particular person or persons.

At this time member Anthony Rizzo was informed by the District's Attorney Badura that he is suspended until November 15th 2018 from all firematic activities, this includes fire police activities and he is also not allowed on any apparatus floor. Before he can return to duty he is required to complete the Highway Safety Course and the Fire Police Course and cannot return to active duty until he has proven completion of these courses.

With no further business on a motion by Commissioner Kalter seconded by Commissioner Patterson the meeting was adjourned carried unanimously.

Mary Ellen F. Beams

Secretary, Monroe Joint Fire District.