

**LANSING BOARD OF FIRE COMMISSIONERS
MINUTES
February 2, 2010**

CALL MEETING TO ORDER - By Chairman Robert Wagner at 7:30 PM

COMMISSIONERS PRESENT

Larry Creighton – Vice Chairman

Michael Day - Secretary

Alvin Parker

Robert Wagner - Chairman

Jeff Walters Assistant Secretary

George Gesslein – District Treasurer

CHIEFS – Scott Purcell

OTHER Dan Veaner Lansing Star, Connie Wilcox Town of Lansing

FLOOR OPEN TO PUBLIC COMMENT – None

COMMITTEE REPORTS:

1. Addition to Central Station – Alvin Parker, Jeff Walters. Jeff Walters advised that the architect and attorney are discussing the contract changes that need to be made. The architect wants to be ready for bid at the end of April, Jeff Walters has advised them it needs to be sooner. There will be another meeting next week and Jeff will discuss changing to an earlier date. Alvin Parker discussed the contract with the attorney and it should be ready for signature by Feb 4th.
2. Move of Water Service – Alvin Parker, Jeff Walters. Alvin Parker advised that the project is out for bid with bids due February 12th and opening scheduled for our meeting on February 16th.

MINUTES OF PREVIOUS MEETING

1. Secretary Day submitted minutes for the January 19, 2010 Regular Meeting. Jeff Walters made a motion to approve the minutes of the January 19, 2010 Regular Meeting as submitted, seconded by Larry Creighton. Vote 5 yes, (AP, LC, MD, JW, RW), 0 no.

COMMUNICATIONS & SECRETARY'S REPORT

Secretary Day advised that the following communications are in the folder:

1. Two notices from Utica National Insurance concerning policy changes. The Secretary is planning to ask Dave Banfield to discuss the changes with the board.
2. Letter from Ragtime Cleaning Service proposing cleaning services. Larry Creighton is looking at problems with the tile floors that need to be worked on and some dissatisfaction with the current cleaning service. Alvin Parker advised that we have a contract with Maid of Ithaca and they should be contacted for a price on the requested work. The Fire District with proper notice can cancel the contract. Alvin Parker and Jeff Walters suggested that we need to get proper number of quotes based on our specifications.
3. A notice from the Association of Fire Districts on the upcoming Spring Conference, April 15-18, 2010, Saratoga Springs.

4. A request from the Board of Elections to use the Central Station to demonstrate the new voting machines at the Easter Egg Hunt and the Carnival. It was suggested that this is a Department decision and should be referred to them. The board thought that the Easter Egg Hunt probably was a poor choice but a tent station might be set up at the Carnival.
5. Michael Day requested input on going to email for minutes with only a hard copy for the official record. Dan Veaner suggested that they be distributed as a pdf file. Converters are available at no cost for converting to pdf or viewing docx files on word. The minutes need to be sent out earlier so the Commissioners have time to review them. The approved minutes will be on our web site in pdf format for the general public.

BILLS

George Gesslein submitted the following report:

Total bills to be paid for January 2010	\$ 46,247.92
Total bills paid in January 2010	\$ 4,336.27
Total Salaries paid in January 2010	<u>\$ 0.00</u>
Total of all bills for January 2010	\$ 50,584.19

All bills, payroll, and an Abstract of Vouchers have been presented for review by the Board of Fire Commissioners.

Motion by Jeff Walters to pay the bills, Seconded, by Alvin Parker. Vote 5 yes, (RW, LC, MD, AP, JW), 0 no.

TREASURER'S REPORT

District Treasure Gesslein submitted the following Treasurer's Report:

1. Treasurer's Report for January 2010- All Commissioners have received a copy and a copy has been placed on file.

A motion was made by Jeff Walters, seconded by Alvin Parker, to accept the Treasurer's report. Vote 5 yes, (RW, LC, MD, AP, JW), 0 no.

CHIEF'S REPORT

Chief Scott Purcell gave the following report:

INCIDENT RESPONSES:

Monthly Preliminary Report: Fire = 33 EMS = 55 No Responses = 0 EMS Total = 88

Year to Date Preliminary: Total = 88.

Larger Incidents:

Praises & Difficulties:

PERSONNEL:

Membership Applications:

Injuries:

Personnel Issues:

Other:

TRAINING:

Training Request forms: Meeting Feb 3rd to set up the training schedule for the year.

Baltimore EMS Conference – Jason Berga, Dan Pine and Alex Shehu will be attending and will rent a car for \$213.04. Motion made by Alvin Parker seconded by Michael Day to approve requested rental car. Vote 5 Yes (RW, LC, AP, JW, MD), No Vote 0.

Training – Jason Berga- Chaplins Conference in Syracuse, Alex Shehu – AEMT-CC, Scott Walters and Scott Flynn – Accident Victim Extrication. Motion made by Alvin Parker seconded by Jeff Walters to approve requested training. Vote 5 Yes (RW, LC, AP, JW, MD), No Vote 0.

Monthly Review:

Upcoming Training:

Cargill has requested use of Central Station for a blood drive. They need to provide an insurance certificate. Motion made by Alvin Parker seconded by Jeff Walters to approve Cargill use of Central Station for a blood drive. Vote 5 Yes (RW, LC, AP, JW, MD), No Vote 0.

APPARATUS & EQUIPMENT:

1.

FACILITIES:

Central: -

Station #3:

Station #4:

Station #5:

PROJECTS & COMMITTEE UPDATES:

BUDGETARY, PUBLIC, & OTHER MISC.:

UNFINISHED BUSINESS

1. Service Awards – No report.
2. Commissioners inspection of facilities – Jeff Walters reported that the overhead door openers and remotes have been ordered. Genson has recommended not going to 3 phase or 220 units because repair parts are not readily available.
3. Flag Poles at Central & Station 3 – no change.
4. Sprinkler System for Central. Waiting for water system change.
5. I'm Responding – Jeff Walters reported that he has received a proposed contract for continuation of the I'm Responding program. The current contract expires on Feb 30th, not sure what that means. Annual contract is \$800, 3yrs with annual payments of \$725, 5 yr with annual payments of \$650. There is a 5% discount for paying the longer contracts up front, and there is a one-time setup fee of \$50. Motion made by Jeff Walters seconded by Alvin Parker to approve the 5 yr payment up front that will save the district about \$1,000 over the life of the contract. Vote 5 Yes (RW, LC, AP, JW, MD), No Vote 0. The Chief asked what budget it was coming from, there was no decision at the time.

NEW BUSINESS

1. Station #3, toilet seats are being done, contract for faucets too high, will continue to search for more reasonable contractor. Station #5, counter top needs to be replaced, Jeff Walters will get prices.
2. Alvin Parker asked if cleaning at Station #5 was being done frequently enough. Present schedule is every other week.
3. Station #5, Jeff Walters advised that there was no heat in the apparatus bay on Saturday, he found the mechanical room door open and the switch for the furnace turned off. Turning the switch back on corrected the problem. No idea why the switch was turned off. Jeff also turned up the electric heaters in Station #4 bathrooms because they were very cold. Alvin reported that the thermostat at Station #3 is occasionally turned down too low. Many members are using station #3.
4. Jeff Walters expressed concerns that he has received from various department members about the web site. The department needs to determine who would be the contact with Clayton for requested changes to the web site.

ADDITIONAL QUESTIONS/CONCERNS FROM PUBLIC – Connie Wilcox suggested that the Chairman should probably vote last on the various motions. The board thought that was a good idea.

ANNOUNCEMENTS

February 2, 2010	Commissioner’s Meeting	Central Station	7:30 PM
February 4, 2010	Department Meeting	Central Station	7:30 PM
February 6, 2010	North Lansing Cemetery Meeting	Station #4	1:00 PM
February 13, 2010	Walter’s Birthday Party	Station #4	2:00 – 6:00 PM
February 16, 2010	Commissioner’s Meeting	Central Station	7:30 PM
February 19, 2010	Birthday Party	Station #3	6:00 PM
February 21, 2010	Pancake Breakfast	Station #4	7:30 AM

ADJOURNMENT Motion for adjournment made by Alvin Parker, Seconded by Jeff Walters.
Vote 5 Yes (LC, AP, JW, MD, RW) No Vote 0.

Meeting Adjourned at 9:12 PM.