

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held April 17, 2018**

*****Approved Minutes*****

Meeting was called to order at 7:30 p.m. by Chairman Naham

Present: Comm. Naham, Comm. Richter, Comm. Thompson, Comm. Paz, Chief B. Guerin, Chief Siegelman, Chief J. Guerin, District Treasurer Dunham and District Secretary Ryan.

Not Present: Comm. Weitz, vacation

Speakers without appointments: None present

Speakers with appointments: Ben DiVenti, DiVenti & Lee, CPAs
Harold Wondsel, LOSAP Administrator

Minutes of meeting held April 3, 2018, were approved on Motion by Comm. Thompson, seconded by Comm. Paz. Accepted 4-0.

Minutes of Executive Session held April 3, 2018, were approved on Motion by Comm. Richter, seconded by Comm. Thompson. Accepted 4-0.

Speakers without appointments: (Time allotted three (3) minutes)

None present.

Speakers with appointments:

Ben DiVenti, DiVenti & Lee, CPAs

1. Presented Balance Sheets and Profit and Loss Statement. Money in Capital Reserve has not been distributed to separate funds until we complete the final 2017 audit.
2. On the P & Ls, there is nothing out of the ordinary on the income. As for the expenses, we have the purchase of the new ambulance and costs of the renovation work for the building. Preventative maintenance is spot on, emergency is down, but regular emergency is up. Comm. Richter stated that we did have regular maintenance and/or modifications on three of the vehicles. Supplies are up; was told a bag was lost and supplies had to be re-purchased.
3. Asked what the \$2,132 deposit was for. Was told it is believed to be for the reimbursement of insurance payment for the old 258. District Secretary will check and let Ben know tomorrow.
4. George will be in on Friday to complete the 2017 audit and do the 1st quarter 2018 audit.
5. The AUD will be done and sent to the State next week.
6. District Treasurer will check with LIPA to get the first quarter 2017 usage and compare to the 2018 usage.
7. Asked about the \$4,056.75 check for the Stryker service contract and how long it is for. It is believed to be for 5 years. Have to check if this covers 1 or 2 stretchers for five years.
8. Ben said they will contact Blanchfield to let them know they will be able to begin their audit in early May.
9. Cell phones and phones are up. Changed cell phones in December and switched to Sprint. Comm. Richter stated he will speak to Comm. Weitz and possibly have Verizon here to discuss.

10. Comm. Richter asked that a date be set for the Board to meet with Ben regarding the 2019 budget. The date was set for Thursday, August 2, 2018 at 10:00 am in HQ.

Harold Wondsel, LOSAP Administrator

1. Presented a change in adoption letter from VFIS. (So that members are listed as active and covered as soon as they are sworn in.) If okay with the Board, Harold will sign and send to VFIS. This was okayed by the Board.

Chief's Report:

1. Gave District Secretary Fire Com's alarm logs for February and March.
2. Gave the District Secretary copies of the latest member training certificates received.
3. Sager Splint bag is in service.
4. Both street naming plans are going well. Both parties have spoken with TOH.
5. We will not be hosting the 2019 Battalion Parade; we are scheduled to host the 2020 parade. However, we are trying to get scheduled to host the 2021 parade as it will be our 90th anniversary.
6. Six (6) lengths of 1 3/4" hose came in. One (1) length went to 255, one (1) length to 254 and four (4) will be in storage at Rescue.
7. Dave Neubert has been approached by Oceanside to do a NARCAN training for them. They will be sending out fliers and will give us billing.
8. Asked for four (4) chairs for the Chiefs' office. The prices quoted ran from \$199 to \$319 (3 quotes). Requesting chairs be purchased from Staples at a cost of \$179.99 each. Motion by Comm. Richter to purchase four office chairs from Staples at a cost of \$179.99 each. Seconded by Comm. Paz. Accepted 4-0.
9. The three Chiefs attended a PESH class at Adelphi University on April 13th. Eileen Franco was the speaker. In many cases, we are doing in excess of what PESH requires. Anything we threw out to her, she basically agreed was the right thing to do.
10. Comm. Richter spoke about the problem we were having with 254 sensors. Sutphen sent their tech and after about 2 hours, he and Vinnie identified the problem and 254 has been fixed. It was a very small broken wire hidden in a difficult spot.
11. Comm. Richter spoke about the proposed By-Law change and that it was not presented properly. Asked the Chief to mention that there are procedures which must be followed.
12. Comm. Richter stated that 258 has to go back to the manufacturer for some warranty work. They will pick it up as soon as they can after the Department inspection. It should only be gone for 2 or 3 days. Will check the date with Warren.
13. Comm. Richter stated he would like to see a policy to prevent someone from loading up at the end of the year with assorted on-line courses that have nothing to do with us. Also that taking on-line courses would have to be cleared by the Chiefs' Office before hand and be related to something that we do here. Would like to see an outline by the next meeting. There are many courses available to our members through our insurance company etc.
14. Comm. Richter stated it was brought to his attention last night that possibly a member or members have improper lighting on their vehicles. First, if there is someone out there, the Chief has to take care of it. More importantly, it has to be made clear to the member that if he or she gets in a jam, the District or Department cannot get them out of it; it is their jam and their insurance. Do not put the local police in a bad position. If anyone has unauthorized lighting on their vehicle, they should get rid of it.
15. Comm. Richter asked Terri to get in touch with Delta Compressor tomorrow. Also stated that we have a second quote on a compressor.

16. Comm. Richter discussed the Department election. Discussion followed. The Chief recommends keeping Ed Haran as the appointed Capt. The Board supports the Chief's recommendation to keep Ed Haran as the Appointed Capt. until such time that the Company finds a qualified person to take his place. Then the name should be submitted to the Chief and if it is a good name then they can have a special election. Chief Guerin asked the Board's position on giving credit. The Board believes Ed should get all credits due to him as Captain.

COMMISSIONERS' REPORTS:

Comm. Naham:

1. Read e-mail received from Joe Frank, "I believe that this breakdown of hours provides backup documentation for the basis of the charges in order to make payment on the claim for \$19,000 of additional work not covered in the base architectural contract amount." Motion by Comm. Richter to accept Joe Frank's decision and issue a check in the amount of \$19,000.00 for additional work on the roof project. Seconded by Comm. Paz. Accepted 4-0.
2. State Assn. is going up to Albany regarding the issue of volunteer's being able to get paid for emergency transports.
3. Discussion of plaque honoring "all" veterans of military conflicts put on monument at YOF site. Discussion followed. Board agreed to the plaque without the date.

Comm. Paz:

1. Nothing further to report.

Comm. Richter:

1. Andreas had a couple of guys here. They moved the petition in the men's room, fixed the floor in Co. 2 room (they will re-seal Wednesday), will be here tomorrow to do the ladders and re-seal the way Firestone wants the roof sealed, and repaired baseboard in the hallway. Heard from him today. The training for the heating system will be April 25th at 9:00 am. Having an issue with the heating on the apparatus floor.
2. Concerned about response time. Think it is high time we look into putting paid techs on daytime shifts. Terri will be in contact with Civil Service. Comm. Thompson wants to work on this with Terri. We could use 2571 for the time being. If we get a new Chief's vehicle, we could use the old vehicle for EMS. Chief suggested going to membership for volunteers to cover daytime calls.

Comm. Thompson:

1. Asked about having a Board work session. This will be set up.
2. Spoke about setting a date for a dinner with Walter Wagner. He will be back around the middle of May. Will try to set up a date and make reservations at Heneghan's.
3. Did hear from Lido, asked the Chief to contact FP and Co. 1. Need info tomorrow.
4. Talked about the dinner. That they planned and worked hard on it and Steven made a comment and Patti made a comment. Say something before, not after. Comm. Paz commented that, in the future, if there are going to be changes, it should be mentioned to the people so that they can voice their opinion on the changes before plans are made.
5. Handed in Department election results. Motion by Comm. Richter to accept the result of the Department election. Seconded by Comm. Paz. Accepted 4-0.
6. Smart Board is up and running with the exception of a windows computer. Steven has a computer coming for us.
7. Asked the Chief for log sheets.
8. QA/QI meeting the first week of May. Asked Beth Heffernin to help with the committee.
9. Invited Commissioners to the Department Inspection Sunday at 10:00 am.

District Secretary's Report:

1. March PCRs were sent to REMSCO on April 4, 2018.
2. Diesel fuel system was installed on new 258 on Friday, April 13th.
3. Forms received from DMV for surrender of plates from old 258.
4. Oxygen cylinder cage was delivered today.
5. Letter received from Dept of Labor re certified payrolls for Benchmark and subcontractors.
6. Key box has been done over. It will be put back in the Commissioners' closet.
7. George Lee will be here Friday to complete end of year audit.
8. Requesting a larger shredder for the District office to use for the cleaning out of files.

District Treasurer's Report:

1. Spoke of the voucher for the NC grant. The water rescue equipment will not be paid for. They will let the radios go on. The reimbursement amount would be \$299,266.46.
2. Legislator Ford passed on to NC Finance Counsel and the Presiding Officer to give us a grant for 5 AEDs.
3. Comm. Paz stated that the MacDonald bill that he was questioned about has nothing to do with HQ, it was for work done at Lido. It is for labor on the job were parts were under warranty.
4. On tonight's abstract, there are 28 checks for payment totaling \$17,907.63.
5. After bills tonight, balance in checking is \$408,200.44.
6. The balance in the capital reserve account is \$857,054.41.

Abstract of bills was presented and approved on motion by Comm. Thompson, seconded by Comm. Naham, accepted 4-0 and notarized by the District Secretary. Abstract will be attached to minutes and put on website. Signed and notarized abstract is on file in the District Office.

Meeting adjourned at 9:06 p.m. on motion by Comm. Richter, seconded by Comm. Paz. Accepted 4-0.

Next Meeting Date: May 1, 2018

Scheduled for next regular meeting: Nothing scheduled at this time.

Minutes respectfully submitted by District Secretary, Terri Ryan

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 16 – April 17, 2018

APPROVAL OF RESOLUTION REGARDING AUTHORIZATION FOR THE PAYMENT OF CLAIMS:

NOW, THEREFORE, BE IT RESOLVED, that the Lido and Point Lookout Board of Fire Commissioners, having audited the itemized vouchers for the following claims against the Fire District, orders the payment thereof by the Fire District Treasurer in the amounts allowed:

Date	Type	Name	Memo/Description	Amount
04/12/2018	Check	G.E. PICKERING INC.	Invoice # 04 - 172412	-46.25
			Invoice # 04 - 172412 - 258 - Broken Case	46.25
04/12/2018	Check	Empire Government Strategies	Inv. # 6139416	-1,715.00
			Services Rendered - Jerry Kramer - Through 2-28-18 - 4-10-18	1,715.00
04/12/2018	Check	Optimum	Acct. # 07858-260309-02-4	-224.52
			Acct. # 07858-260309-02-4 - Lido	224.52
04/12/2018	Check	Optimum	Acct. # 7858-495968-01-7	-295.01
			Acct. # 7858-495968-01-7 -HQ	295.01
04/12/2018	Check	VERIZON	Acct. # 516 432 6687 787 27 5	-534.59
			Acct. # 516 432 6687 787 27 5	534.59
04/12/2018	Check	VERIZON	Acct. # 516 432 6636 872 27 7	-630.51
			Acct. # 516 432 6636 872 27 7	630.51
04/12/2018	Check	AT&T MOBILITY	Acct. # 287023569259	-78.48
			Acct. # 287023569259	78.48
04/12/2018	Check	VERIZON	Acct. # 516 432 6687 787 27 5	-17.48
			Acct. # 516 432 6687 787 27 5	17.48
04/12/2018	Check	PSEG	Account # 0715-0017-32-0	-2,181.43
			Account # 0715-0017-32-0	2,181.43
04/12/2018	Check	ALL SERVICE CONTROL	Inv. # 48686	-125.00
			Inv. # 's 48686 - Set Clocks	125.00
04/12/2018	Check	Staples Advantage	Inv. # 8049211274	-98.07
			Inv. # 8049211274 - Supplies	98.07
04/12/2018	Check	Patricia Dunham	District Treasurer 3/29/18 - 4/12/18	-328.64

28 Checks to be Printed for a Total of \$17,907.63

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 16 – April 17, 2018

			District Treasurer -3/29/18 - 4/12/18 - 12 hours	360.00
			District Treasurer Payroll Taxes Withheld (P.Dunham) - 3/29/18 - 4/12/18	31.36
04/13/2018	Check	Island Occupational Medical Resources, P.C.	Inv.# 45883	-200.00
			Inv.# 45883 -Physical - P.Meyer Jr.	200.00
04/13/2018	Check	Island Occupational Medical Resources, P.C.	Inv.# 47731	-200.00
			Inv.# 47731 -Physical - W. Kane	200.00
04/13/2018	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice # 11490	-125.00
			Invoice #11490 - 2010 Chevy/Horton Ambulance - 252 - RR	125.00
04/13/2018	Check	JAMAICA ASH & RUBBISH	Account #678	-278.82
			HQ- 2yd Bin -Feb '18	145.03
			Lido - 2yd Bin - Feb '18	133.79
04/13/2018	Check	JAMAICA ASH & RUBBISH	Account #678	-278.82
			HQ- 2yd Bin -March '18	145.03
			Lido - 2yd Bin - March '18	133.79
04/13/2018	Check	JOHN D. MacDONALD & SON	Inv. # 62117	-325.00
			Boiler Error Code	325.00
04/13/2018	Check	GVC Chemical & Janitorial Corp	Invoice # 2143	-316.94
			Supplies Invoice # 2143	316.94
04/13/2018	Check	DELTA AIR COMPRESSORS	Inv. # 36403	-365.50
			Inv. # 36403 - Complete Compressor Service at Lido and HQ-	365.50
04/13/2018	Check	All American Overhead Garage Door Co.	Invoice No.: 2553	-90.00
			Invoice# 2553 - Repair Strike Plate & Sagging Door	90.00
04/13/2018	Check	This End Up Furniture Company	Inv. #'s 24840 & 24841	-5,987.21
			Inv. #'s 24840 & 24841 - Company 1 & 2 Room Furniture	5,987.21
04/13/2018	Check	SCHLOSS EXTERMINATING	invoice #6439	-105.00
			Exterminating Services March'18 - invoice #6439	105.00
04/13/2018	Check	CAPITAL TIRE SERVICE INC.	Inv. # 089414	-25.00
			Inv. # 089414 - Emergency Repair - 252	25.00

28 Checks to be Printed for a Total of \$17,907.63

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 16 – April 17, 2018

04/13/2018	Check	DAN WIENER	L.O.S.A.P. 36 Hours	-900.00
	2036		L.O.S.A.P. Administration - March '18 - 36 hours includes FOIL Request	900.00
04/13/2018	Check	ANDREA RICHTER	Treasury Work, Meetings & Minutes - 2/6/18 & 3/20/18	-100.00
	2037		Treasury Work, Meetings & Minutes - 2/6/18 & 3/20/18	100.00
04/13/2018	Check	Thomas E. Conaty	District Janitor - 40 hours March '18	-729.89
	2038		District Janitor - 40 hours March '18	800.00
			Withholding	70.11
04/20/2018	Check	TERRI RYAN	District Secretary Salary -4/09/18 - 4/20/18	-1,605.47
	2039		District Secretary Salary - 4/09/18 - 4/20/18	2,174.13
			District Secretary Withholding - 4/09/18 - 4/20/18	568.66
28 Checks to be Printed for a Total of \$17,907.63				