# Minutes of the Regular Meeting of the Board of Fire Commissioners Lido and Point Lookout Fire District Held on January 25, 2024

\*\*\*Minutes Approved\*\*\*

Meeting was called to order at 7:32 PM by Comm. Pogue- Steiner

**Present:** Comm. Pogue- Steiner, Comm. Thompson, Comm. Richter (via TEAMS), Comm. Naham, T. Ryan Secretary, A. M. Richter Asst. Secretary and Treasurer (via TEAMS), Treasurer Dunham and Chief Wade.

Not Present: Comm. Guerin, Chief Guerin and Chief Meyer.

#### The Board of Fire Commissioners

would like to extend their condolences to

Marilyn Torres Carlos Jr. and Emerson Torres and their family on the passing of

### **JR Torres**

32 year Member of Action Engine Company 1 Point Lookout-Lido Fire Department

JR will be missed by the Department and many members of the Point Lookout Community

Speakers without appointments: None

Speakers with appointments: Ben DiVenti, Diventi & Lee, CPAs

Brian Powers, EMT Administer (via TEAMS)

Daniel Wiener, LOSAP (via TEAMS)

Ed Haran, LOSAP

Organizational Minutes from January 4, 2024, were approved on motion by Comm. Naham seconded by Comm. Pogue- Steiner. Approved 3-0.

Minutes of meeting held on January 4, 2024, were approved on motion by Comm. Thompson and seconded by Comm. Naham. Approved 3-0.

Executive meeting held on January 4, 2024, were approved on motion by Comm. Thompson and seconded by Comm. Pogue- Steiner. Approved 3-0.

Motion by Comm. Naham to name Comm. Pogue- Steiner Chairperson for 2024, seconded by Comm. Thompson, Approved 3-0.

Motion to reappoint Holly Thompson as District Clerk, held to next meeting since Comm. Thompson reaccused self from vote, due to this we had a lack of quorum.

#### **District Treasurer's Report:**

- 1. Abstract#52B dated December 31, 2023, for 10 checks totaling \$18,0487.58 were approved on motion by Comm. Thompson seconded by Comm. Pogue- Steiner. Approved 3-0.
- 2. Abstract# 2 dated January 11, 2024, for 20 checks totaling \$51,759.67 were approved on motion by Comm. Pogue- Steiner seconded by Comm. Thompson. Approved 3-0.
- 3. Abstract #4 dated January 25, 2024, for 16 checks totaling \$17,865.60 were approved on motion by Comm. Thompson seconded by Comm. Pogue- Steiner. Approved 3-0.
- 4. The Board members have received all claim vouchers listed on the Warrant of Claims together with their supporting documentation and is approving them for payment. Warrant of Claims has been notarized and will be attached to the minutes. A signed and notarized Warrant of Claims is also on file in the District Office.
- 5. After tonight's bills the bank balances are:

General Fund: \$599,895.14 Reserve Account: \$1,897,059.55 Payroll Account: \$59,525.54

6. Interest total amount for 2023 was \$71,050.91.

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

None

#### **Speakers with appointments:**

### Ben DiVenti, Diventi & Lee, CPAs

- 1. As of tonight's meeting, we are I good standing with the 2023 budget, we are still waiting on finishing all accrual. Once done we will need to adjust budget lines, will check with auditors on how they would like the adjustments made.
- 2. For 2023 expenses are up over \$14,000, budget lines that are up for the year:
  - a. EMT Payroll
  - b. Apparatus repair
- 3. For 2023 income/reimbursement that are higher than budget line:
  - a. Grant Reimbursement
  - b. Interest Income
- 4. The net difference between budget lines leave us with a surplus of \$481,000. This will help since we have about 3 months of expenses to cover before we receive the 1<sup>st</sup> tax income in

March.

- 5. Ask Patti to send all payments that are for December 2023 but paid in January 2024. Per Board the invoices for EMS trailer and pump repair should go under 2023.
- 6. Will not be at the next 2 meetings will email report to the Board.

#### **Daniel Wiener, LOSAP (via TEAMS)**

- 1. All systems are up and running, no issues.
- 2. All reports have been submitted to NYS.
- 3. End of year reports per By-Laws have been sent to Board and Chief office.
- 4. Comm. Richter asked about Red Alert is the program on our server? Yes, it's on our server and backup by Island Tech off site. Comm. Richter received an email about Red Alert going cloud base, will reach out to Dan next week to discuss.
- 5. Comm. Richter asked about adding the Sexual harassment class to Training website. Dan doesn't handle training website, asked AM Richter to contact the web host to work on posting to site ASAP.

#### **Brian Powers, EMT Administrator: (via TEAMS)**

- 1. Interviews are ongoing, we have 6 scheduled for next week.
- 2. We have 10 applicants in the work with Civil Service.
- 3. 1 application from last month has been approved by Civil Service, Samantha Ortiz would like to hire and start asap per Board approval. Motion by Comm. Thompson seconded by Comm. Naham. Approved 3-0.

#### Ed Haran, LOSAP

1. Marilyn Torres' wife of JR Torres is requesting a lump sum payment, the amount is an estimate of \$5,600. Approved by Board. Will contact LOSAP.

#### **Chief's Report:**

#### **Chief Wade**

- 1. 254 is out of service, Comm. Richter will discuss under his report.
- 2. Lost of JR Torres last week. Thank you to the Board and Department for all help at wake.
- 3. Asked about the 2 potential members, Katherine Reinhard and Christopher Stringer. Terri will email application package to the Board for Review. Motion by Comm. Thompson seconded by Comm. Naham to issue PO for physicals once Board reviews application. Approved 3-0.
- 4. At the last Council meeting told Department again that any member that doesn't follow chain of command will be disciplined. This was also sent out to all members via email.
- 5. On January 31<sup>st</sup> the Fire Chief's Council of Nassau County will be hosting a class at Uniondale that was approved? Yes, per AM Richter Chief Meyer requested and a PO was sent back in December.
- 6. At the last Battalion meeting the new Nassau County Fire Service Fire Cadet Program. Thinks this is a great program. We already have 1 junior that is participating. Rich Beckworth also stated that he will be stepping back from the Junior program. Chief Wade will be stepping in once he leaves the Chief's Office. Per AM Richter this program should be included in the SAFER Grant, requested to have a meeting to discuss further.

#### **COMMISSIONERS' REPORTS:**

#### Comm. Richter

- 1. 254 is out of service due to a brake issue. District Mechanic is working on issue all part are in waiting on the mount of brakes, should have an update tomorrow for Board and Chief. Not sure of cost yet, will let the Board know.
- 2. Did the racks for Rescue house get sent to Terri to order? Yes.
- 3. The gear racks for Lido and HQ, what is the status? This has been going on for months now. Chief will follow up.
- 4. All work orders opened by Company or Chief must be closed once item is fixed or item is purchased and received. Holly sent out email to Chief regarding open items. District Employees are not responsible for closing out work orders. Chief will review.
- 5. Each Company has an email address, currently the emails are not being used per the usage report. Asked Chief if they want to keep email or delete? Chief will reach out to Company Officers.
- 6. Comm. Pogue- Steiner asked for a written quote from vendor regarding the high-water vehicle. Will follow up with vendor.

#### Comm. Thompson

- 1. The NYS EMS Reimbursement will be on February, will be attending.
- 2. Regarding POs for Physicals, would like the Chief to notify all Companies and all Offices or Chiefs should send request to Comm. Thompson and AM Richter. Once approved by Comm. Thompson, AM Richter will issue PO to doctor.
- 3. Updated the LENS report to show all current District Employees and Members.
- 4. Would like to ask all Commissioners to contribute \$65 per Board Member to take out a ad in the Long Beach Catholic School Crystal Ball Fundraiser who are honoring Denise Ford. All Board members approved.
- 5. Working with Dr. Neubert on the switchover from ESO to Image Trend.
- 6. On Tuesday, January 23 the Nassau County Firefighter Emerald Society sworn in new officers and Chief Wade was named President, Congratulations!

#### Comm. Guerin Not Present

#### **Comm. Pogue- Steiner**

- 1. Board needs to hire an EMS billing company; a recommended company is ProClaim. Would like to get recommendation from other District to see who they use. Comm. Thompson will reach out to Oceanside.
- 2. Holly is working on getting all paperwork that is needed for the EMS reimbursement. Sent email to Ben regarding paperwork that is needed from the IRS.
- 3. Saltwater Realty will be purchasing a table at the Long Beach Catholic School Crystal Ball Fundraiser and would like to invite the Board members and quest to attend.

#### Comm. Naham

- 1. The gas generators at Lido was out of repair, it was recommended by vendor to switch to a diesel generator. The cost of the generator from Grainger is \$4,785.76 and will be delivered in March. The new generator will be placed on a cement pad that will be 3ft off the ground. The original quote was for 2ft for \$1600, will let Board know about 3ft at next meeting.
- 2. The final cost of railing for Lido is \$2,890.00. The purchase was approved back at November meeting. Received sample from vendor, will tell vendor to proceed.
- 3. The container at Lido is not attached to ground, asked cement company for quote to secure,

- should have at next meeting.
- 4. During the blackout in December noticed that some of the emergency lights didn't come on, had the electrician fixed.

#### **District Employees:**

#### **District Secretary's Report**

- 1. Have not heard from Gary LeCluse about 255 getting fuel and quote for software update.
- 2. Have not received resignation letter from D Hargett, T. Mangan, M. D'Andrea, W. Kane. Questions other members K King, J Kritzberg, J O'Connor, H Weitz. LOA from Sean Gibson, need signature and date.
- 3. Accord form to LBFD for joint training was sent to Chief Guerin.
- 4. Application packets (10) given to Chiefs' Office.
- 5. Comm Naham signed up for Commissioners Training on February 3, 2024.
- 6. Info sent to Kevin Frank for NCAFD Journal.
- 7. Received Thank You Note from Pete Zaccaria's girls and Helen Drake.
- 8. Donation from the Sunshine Fund sent to NC Burn Center for JR Torres.
- 9. Received invitation to Annual Installation of Officers Friday March 1, 2024, 7:00 PM at the Milleridge Cottage at \$300 per ticket for 2 people. RSVP before February 15, 2024.
- 10. Stickers were received from DOH for 252 and 258. Dr. Neubert said he will pick them up tomorrow.

#### **Asst. Secretary and Treasurer**

- 1. Payroll dated January 17,2024 for December 24, 2023, to January 6, 2024, totaling 615 hours for \$20,945.34.
- 2. W2 and 1099s for 2023 have been printed and given to Holly Thompson to hand out or mail to all employees. Must be postmarked by January 31.
- 3. Working with Dan Wiener to set up report from Red Alert for Paid Techs to help with Payroll.
- 4. Will contact Cybernet host of Training website to set up 2024 sexual harassment class.

#### **District Clerk**

1. EMS Trailer should be ready next week; most items have been received. Waiting on second set of steps and what locking system to use. We can add key fobs or use the keypads we have from the old trailer. Motion to use old Keypads and have Merrick Locksmiths install. Will get quote for next meeting.

Next Meeting will be February 1, 2024, at 7:30 PM.

**Meeting adjourned** at 8:49 PM on motion by Comm. Thompson seconded by Comm. Pogue-Steiner. Accepted 3-0.

Minutes respectfully submitted by A. Richter, Asst. District Secretary/Treasurer.

Week Number: 1 – December 31, 2023

Date	Type	Name	Memo/Description	Amount
12/31/2023	Check	PSEG	Acct # 0715-0017-32-0	-2,508.05
			Acct # 0715-0017-32-0	2,508.05
12/31/2023	Check	Salerno Brokerage Corp.	Inv. #'s 110220	-772.00
			Inv. # 110220 - Storage Tank	772.00
12/31/2023	Check	Salerno Brokerage Corp.	Inv. #'s 110222	-1,035.00
12/01/2020	Oncor	odiomic Brokerage corp.	Inv. # 110222 - Add Ford Van	1,035.00
12/31/2023	Check	GVC Chemical & Janitorial Corp	Invoice # 4959	-439.90
			Inv. # 4959- Supplies	439.90
		South Shore Fire & Safety Equipment		
12/31/2023	Check	Distributors Inc.	Inv. # 0158574-IN	-126.90
			Inv. # 0158574-IN - Equipment Service	126.90
12/31/2023	Check	New York State Insurance Fund Worker's Compensation	Policy # Z 481 992-6	-4,082.42
			Policy # Z 481 992-6 VFBL	4,082.42
12/31/2023	Check	Richner Communications, Inc	Inv. # CL00223429	-133.70
			Inv. # CL00223429 -Legal Notice - 2024 - Organizational Meeting	133.70
12/31/2023	Check	FIREFIGHTERS EQUIP OF NY, INC	Inv. # 23-120622	-220.29
12/01/2020	Oncor	TINEITOTIVE COOL OF MI, INC	Inv. # 23-120622 - Velcro Plate - Manning & Patches	220.29
12/31/2023	Check	TD Card Services	Account # xxxx xxxx xxxx 7314	-2,725.21
			11-01 - Centre Lock Shop - S. Guerin	11.37
			11-10 - Call A Head - T. Ryan	800.00
			11-12 - Staples - HQ Chairs - H. Thompson	1,781.84
			11-27 - USPS - Postage - H. Thompaon	132.00
12/31/2023	Check	TD Card Services	Account # xxxx xxxx xxxx 7314 -	-6,004.11
			9/19/23 - HO Penn - Replacement check #509	5,804.04
			9/19/23 - Postage - Replacement check #509	198.00
			9/19/23 - Postage - Replacement check #509	2.07

10 Checks to be Printed for A Total of \$18,047.58
NO ENTRIES APPEAR BELOW THIS SECTION

Week Number: 1 – December 31, 2023

Commissioners, having received supporting documentation and is	d all claim vouchers list approving them for paym approved. The Warrant of	e Lido and Point Lookout Board of Fire ted on the Warrant of Claims together with nent and orders the payment thereof by the Fire f Claims shall be annexed to the Minutes of the ners.				
Commissioner made the motion; the motion was seconded by Commissioner _ Approved: at a duly constituted meeting of the Board of Fire Comm December 31, 2023.						
	_ Greg Naham, Chairman	n				
	_ Peggy Pogue Steiner, V	Vice-Chairman				
	_ Charles Thompson, Co	ommissioner				
	_ Andrew Richter, Comn	missioner				
	_ Shana Guerin, Commis	ssioner				
STATE OF NEW YORK COUNTY OF NASSAU						
known to me or proved to me on the bas to the within instrument and acknowled	sis of satisfactory evidence to be ged to me that he/she/they exec	re me, the undersigned, personally appeared personally be the individual(s) whose name(s) is (are) subscribed cuted the same in his/her/their capacity (ies), and that e person upon behalf of which the individual(s) acted,				
Notary Public's Signature:Expires:	Printed Name:	My Commission				

Week Number: 2 – January 11, 2024

Date	Type	Name	Memo/Description	Amount
01/09/2024	Check	VINNIE'S TRUCK & AUTO, INC.	Inv. # - 12234,12235,12237,12238,12239	-1,130.86
			Inv. # 12234 - '07 Ladder - LD0701 - RM	299.18
			Inv. # 12235 - '08 Pumper - EN0801 - EM	431.27
			Inv. # 12237 - '22 Ambulance - AM2201 - PM	137.98
			Inv. # 12238 - '96 Pumper - EN9601 - PM	130.00
			Inv. # 12239 - Diesel Conditioner	132.43
01/09/2024	Check	ISLAND TECH SERVICES, LLC	Inv. #56645 - 12/23	-2,911.76
			Inv. # 56645 - Monthly Service Agreement - Dec.'23	2,911.76
		South Shore Fire & Safety Equipment Distributors		
01/09/2024	Check	Inc.	Inv. # 0158931-IN,0158932-IN, 0159092-IN	-873.10
			Inv. # 0158931-IN - Service	322.20
			Inv. # 0158932-IN -Equipment Puchase	124.00
			Inv. # 0159092-IN - Service	426.90
01/09/2024	Check	HENDRICKSON FIRE RESCUE EQUIPMENT	Inv. # 11145	-799.53
			Inv. # 11145 - 258 - EM	799.53
01/09/2024	Check	Emergency Responder Products	Inv. # - 11152393 - EMT Brickman	-417.97
			Uniform for new EMT	417.97
01/09/2024	Chook	CLINICAL CLEAN, INC.	Inv. # 10748	-498.00
01/09/2024	Check	CLINICAL CLEAN, INC.		
			Inv. # 10748- 2 Ambulances Cleaned	498.00
01/09/2024	Check	Cassone Trailer & Container	Inv. # 1201106 & W52934	-1,545.71
			Install Anchors for EMS Trailer	1,000.00
			Inv. # 1201106 - EMT Trailer - Jan. '24	545.71
01/09/2024	Check	Schumacher Electric Inc	Inv. # 2744N & 2779N	-6,486.88
0170072024	Oncor	Contamagner Electric Inc	Inv. # 2744N - Install 60AMP to EMS Trailer	4,030.97
			Inv. # 2779N - Install 4 outlets EMS Trailer	2,455.91
				2,100101
01/09/2024	Check	CAPITAL TIRE SERVICE INC.	LB21173	-42.00
			Inv. # LB21173 - Inspection AM2201	42.00
01/09/2024	Check	ASSOC. OF FIRE DIST. OF NASSAU	2024 Dues	-425.00
			2024 Membership Dues	425.00

Week Number: 2 – January 11, 2024

01/09/2024	Check	Association of Fire Districts of the State of New York	Account # 9936	-500.00
			Inv. # 9936 - Membership 1/1/2024-1/1/2025	500.00
01/09/2024	Check	ALL SERVICE CONTROL	Inv. # 51099	-1,275.00
			Inv. # 51099 - Jan, Feb, Mar '24	1,275.00
01/09/2024	Check	Ready Refresh by Nestle	Acct. # 0427435953	-54.75
			Inv. # 23K0427435953 - Nov. '23	54.75
01/09/2024	Check	Monarch Beverage	1-4-24	-38.97
			3 cases water - 1-4-24	38.97
01/09/2024	Check	Salerno Brokerage Corp.	Inv. #'s 110311 & 110312	17,028.00
			Inv. # 110311 Feb. Installment Pakage Policy	8,200.00
			Inv. # 110312 - Feb. Installment Auto Policy	8,828.00
01/09/2024	Check	Alpine Software	PLFD149	12,810.00
			Inv. # PLFD149 - 01/01/24-12/31/24	12,810.00
01/09/2024	Check	VERIZON	Acct. # 751-870-165-0001-49	-450.06
			Acct. # 751-870-165-0001-49	450.06
01/09/2024	Check	VERIZON	Acct. # 650 087 363 0001 83	-19.31
			Acct. # 650 087 363 0001 83	19.31
01/09/2024	Check	AT&T MOBILITY	Acct. # 287334655640	-355.35
			Acct. # 287334655640	355.35
01/09/2024	Check	New York State Insurance Fund Worker's Compensation	Policy # Z 481 992-6	-4,097.42
			Policy # Z 481 992-6 VFBL	4,097.42

20 Checks to be Printed for A Total of \$51,759.67 NO ENTRIES APPEAR BELOW THIS SECTION

Week Number: 2 – January 11, 2024

Commissioners, having receive supporting documentation and District Treasurer in the amount	yed all claim vouchers listed is approving them for payment	ido and Point Lookout Board of Fire on the Warrant of Claims together with and orders the payment thereof by the Fire aims shall be annexed to the Minutes of the
Commissioner match Approved: : : January 11, 2024.	ade the motion; the motion was at a duly constituted meeting	seconded by Commissioner of the Board of Fire Commissioners on
	Peggy Pogue Steiner, Chair	rwoman
	Andrew Richter, Vice-Cha	irman
	Charles Thompson, Comm	issioner
	Shana Guerin, Commission	ner
	Greg Naham, Commission	er
STATE OF NEW YORK COUNTY OF NASSAU		
known to me or proved to me on the to the within instrument and acknowledge.	basis of satisfactory evidence to be the edged to me that he/she/they executed	the undersigned, personally appeared personally individual(s) whose name(s) is (are) subscribed the same in his/her/their capacity (ies), and that on upon behalf of which the individual(s) acted,
Notary Public's Signature:Expires:	Printed Name:	My Commission

Week Number: 4 – January 25, 2024

Date	Туре	Name	Memo/Description	Amount
01/23/2024	Check	Iron Mountain	Inv. # HZPP639	-200.00
			Inv. # HZPP639 - Dec. '23	200.00
01/23/2024	Check	Engine House Inc.	Invoice # 3165	-818.47
			Invoice # 3165 - Generator Service	818.47
01/23/2024	Check	GVC Chemical & Janitorial Corp	Invoice # 5004	-177.92
			Inv. # 5004- Supplies	177.92
01/23/2024	Check	SCHLOSS EXTERMINATING	Inv. # 8740	-105.00
			Inv. # 8740 - Extermining Services - Dec. '23	105.00
01/23/2024	Check	JAMAICA ASH & RUBBISH	Inv. # 41192486	-300.00
			Inv. # 41192486 - Trash Removal - Jan. '24	300.00
01/23/2024	Check	T.C. Communications	Maintenance Agreement	-1,110.00
			Maintenance Agreement - 02/01/24-01/31/25	1,110.00
01/23/2024	Check	Tierney & Courtney overhead doors	Inv. # 003793	-5,925.00
			per attached request	5,925.00
01/23/2024	Check	VERIZON	Acct. # 652-089-211-0001-32	-406.17
			Acct. # 652-089-211-0001-32	406.17
01/23/2024	Check	AT&T MOBILITY	Acct. # 287334655640	-299.08
			Acct. # 287334655640	299.08
01/23/2024	Check	PSEG	Acct # 0715-0017-32-0	-1,329.36
			Acct # 0715-0017-32-0	1,329.36
01/23/2024	Check	PSEG	Acct # 1750518021	-135.12
			Acct # 1750518021 - 106 Lido Blvd	135.12
01/23/2024	Check	ISLAND TECH SERVICES, LLC	Inv. #56792	-2,450.00
			Per the attached quote for EMT Trailer	2,450.00
01/23/2024	Check	ISLAND TECH SERVICES, LLC	Inv. #56793	-350.00
•		, -	Per the attached quote for EMT Trailer	350.00

Week Number: 4 – January 25, 2024

		T		
			Inv. # 85200366,85200367,85202136,	
01/23/2024	Check	BOUND TREE MEDICAL	85207026,85210475	-2,816.10
			Inv. # 85200366,85200367,85202136 - Supplies	2,434.14
			Inv. # 85207026 - Supplies	200.97
	<u> </u>		Inv. # 85210475 - Supplies	180.99
01/23/2024	Check	TD Card Services	Account # xxxx xxxx xxxx 7314 -	-155.44
			11/30/23 - Apple.Com - C. Thompson	0.99
			12/03/23 - EZ Pass - T. Ryan	25.00
			12/10 & 12/13/23 - Staples - T. Ryan	120.36
			12/04,12/08,12/27/23 - Postage H.Thompson	9.09
01/23/2024	Check	NATIONAL GRID	Account # 78934-44004	-1,287.94
			Account # 78934-44004	1,287.94

16 Checks to be Printed for A Total of \$17,865.60 NO ENTRIES APPEAR BELOW THIS SECTION

Week Number: 4 – January 25, 2024

NOW, THEREFORE, BE IT Commissioners, having received supporting documentation and is District Treasurer in the amounts Public Meeting approved by the It	d all claim vouch approving them fo approved. The Wa	ers listed on the r payment and or rrant of Claims s	Warrant of Claims ders the payment the	s together with reof by the Fire		
Commissioner made the motion; the motion was seconded by Commissioner Approved: : at a duly constituted meeting of the Board of Fire Commission January 25, 2024.						
	Peggy Pogue Sto	einer, Chairwoma	nn			
	Andrew Richter	, Vice-Chairman				
	_ Charles Thomps	on, Commission	er			
	_ Shana Guerin, C	Commissioner				
	Greg Naham, Co	ommissioner				
STATE OF NEW YORK COUNTY OF NASSAU						
On the day of known to me or proved to me on the base to the within instrument and acknowled by his/her/their signature(s) on the instru- executed the instrument.	sis of satisfactory evid ged to me that he/she/s	ence to be the indivi they executed the sar	ne in his/her/their capaci	(are) subscribed ty (ies), and that		
Notary Public's Signature:Expires:	Printed N	Jame:	My Commissio	on		