

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
May 24, 2023**

Members:

Carlton "Andy" Anderson, Chairman
Donald Battaglini, Vice Chairman
Michael Hamzik
Mark Storm
Michael Lewis

Others Present:

Erika Pereira, Administrative Assistant
Alison Senft, District Treasurer
Michael Battaglini, Fire Chief
Rob Brady
Christopher Lee
Michele Pandich

The meeting was called to order at 7:00 pm by Commissioner Anderson.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to approve April 26, 2023, meeting minutes and May 08, 2023, special meeting. All aye; motion carried.

TREASURER'S REPORT: Motion by Commissioner Battaglini, second by Commissioner Lewis, to approve the treasurer's report and the capital reserve summary. All aye; motion carried.

Unfinished Business:

1. Station 3: Commissioner Storm is waiting for Christopher Kozub with LaBella Associates to schedule a meeting to discuss moving forward with Station 3. Commissioner Storm has been trying to get a date set with no res
2. Sale of 1995 Sutphen Tower: The special election was held on Tuesday, May 02, from 6:00 pm to 9:00 pm. The proposition to sell the 1995 Tower for \$135,000.00 was approved Yes – 24 No - 11. Hancock Fire purchased the 1995 Tower and picked it up on May 09, 2023.
3. Bunk-In Program: Commissioner Lewis will look into engineering services to see if the ideas for the bunk-in area are even possible.
4. New Chief Vehicle: The new Tahoe is in service.
5. Short-Term Investments: Treasurer Alison Senft sent out information about NYCLASS for investing. Motion by Commissioner Lewis, second by Commissioner Storm, to approve investing using NYCLASS. All aye; motion carried.

Municipal Cooperation Resolution

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS the Endwell Fire District wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019;

WHEREAS the Endwell Fire District wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That Carlton "Andy" Anderson, Chairperson of the Board of Fire Commissioner of the Endwell Fire District, is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019.

6. Lighting at the Fuel Pump: Jared with T&B Electric will complete the electrical reel move on Friday, May 26, 2023, and will complete the fuel pump light on June 06, 2023.
7. Air Compressor at Station 1: The air compressor and air compressor dryer have been delivered. Evans Mechanical will quote the job to move the air compressor from the apparatus floor to another location.

Commissioner Anderson would like to sell the current air compressor as is once the new one is installed.
8. Station 3 Siren: New siren for \$3,456.00 was purchased from Federal Signal, and currently, the tentative ship date is May 29, 2023.
9. New Apparatus – 2024 Chevrolet Silverado: All paperwork was sent to Joe Basil Chevrolet.
10. New Apparatus – Engine: Ordered was placed for the new engine.
11. Combination water bottle/drinking fountain: The purchase of a water Bottle Refilling Station with a filter system for the apparatus floor was completed and awaiting delivery.
12. Cummins Generator Maintenance Agreement: Erika Pereira reached out to Cummins for an updated quote without the maintenance of the generator on the old tower. We are waiting on an updated quote.
13. Commissioner Storm would like to have lockers placed on the agenda.

New Business:

1. Approve bills and supplement for payment: Motion by Commissioner Battaglini, second by Commissioner Storm, to pay the bills and supplement for payment:

Vouchers # 5-001 to 5-089 and including payroll and Debt Service interest payments totaling \$63,520.17.

Supplemental List: Vouchers # 23_6-001 to 23_6-011 totaling \$7,374.60.

All aye; motion carried.
2. Line Transfers: Motion by Commissioner Battaglini, second by Commissioner Hamzik, to accept the submitted line transfer submitted by Treasurer Alison Senft. All aye; motion carried.
3. Buildings & Grounds:
 - Commissioner Storm will work on getting price quotes for painting, flooring, and new table and chairs for the Board room.
 - Motion by Commissioner Storm, second by Commissioner Hamzik, to have The Tile Setter clean, refurbish, fill, and seal the grout and tile in the community room kitchen for \$3,600.00.

All aye; motion carried. Erika Pereira will email the membership stating that the community room kitchen is closed until further notice and to place signage on the door.

- Motion by Commissioner Storm, second by Commissioner Hamzik, to replace dead plants in the LED sign area so the area can look like the original design for \$325.00. All aye; motion carried.

They will remove the dead boxwood and install a new plant and three coral bells.

- Fire Chief Battaglini stated that the PA system in the building is too loud in some areas and needs to be adjusted. Commissioner Hamzik will look into the issue and possibly a new pa system.
- Commissioner Hamzik received a call from Nate Brown last Saturday night about an incident involving a couple of girls possibly smoking on the rocks. He did confront them, and eventually, they left. He went on to tell Commissioner Hamzik about other incidents at station 3 involving his property that is adjacent. Commissioner Hamzik requested an email of his concerns. A discussion was had, and a decision was made to purchase three signs stating “No Trespassing - Property Protected by Surveillance, Trespassers Prosecuted” to be placed along the rock line.

4. Chiefs Report: Motion by Commissioner Hamzik, second by Commissioner Storm, to accept the Chief’s Report. All aye; motion carried.

Honorable Board Members,

- *The old Sutphen Tower is officially gone and in its new home at Hancock Fire in Delaware County*
- *Still no report on when the mobile radios will be installed in the apparatus from Broome County*
- *The new Tahoe (Car 31) is officially in service. Just waiting for the command cabinet for the rear to ship. Bush Electronics will give me a date for when Car 31C can go up to get re-lettered. The 2018 Tahoe was sent to be detailed inside and out before going to 31B.*
- *I have determined what service body will be going on the new U31-1; I am just waiting on some final things before officially placing the order from Binghamton Truck Body.*
- *We officially have ordered a replacement engine. We got the order in before the City of Elmira for the final spot Vander Molen was allotted. Again, I want to thank the Truck Committee for all the time and input that went into this process.*
- *I am asking permission to take a piece of apparatus to the Endicott Memorial Day Parade on May 29th. Also, some members requested to go to Baldwinsville to compete in the FASNY games in June. I am just letting you know for insurance reasons.*
- *I have permitted the company to use the 4 Chiefs parking spaces for a Firehouse Subs fundraiser July 17th-22nd. This is a good fundraiser that is completely hands-off for the membership, and I have been trying to get them in here for a few years.*
- *I’d like to make a T-shirt for the new Tower.*

Motion by Commissioner Storm, second by Commissioner Lewis, to accept the Chief’s request to purchase a t-shirt for the new tower. All aye; motion carried.

5. Support Services Report: Motion by Commissioner Hamzik, second by Commissioner Storm, to accept the Support Services Report. All aye; motion carried.
6. Maintenance Division Report: Motion by Commissioner Hamzik, second by Commissioner Storm,

to accept the Maintenance Report. All aye; motion carried.

The following maintenance was completed since the last board meeting:

- Engine 31-1 Repairs for Kuzemaul in progress
- Engine 31-2 Repairs for ignition in progress
- Quint 31 Repairs for lights in progress

7. Training Division Report: Motion by Commissioner Hamzik, second by Commissioner Storm, to accept the Training Division Report. All aye; motion carried.

Dear Board Members,

Training held in the month of May

- May 1st – Vestal Live Burn
- May 8th – Bailouts / Exterior Skills
- May 15th – Saws and Cutting
- May 22nd – Hose Line Operations and Drafting - Maine
- May 29th – Memorial Day No Training

Special Operations Training:

- May 6th – Water Rescue Training with Vestal

Outside Training Offered:

- McNeil Trainings Online
- NYSEG Trainings Online

Currently in NYS Training:

- EMT-B – Ryan Derkowski, John Kaplan, Jon Chanitz
- IFO - Zachary Rader, Noah Townsend, Cole Farley, Jordan Kane, Tyler Derkowski

Upcoming Fire Training in June:

- June 5th – Vestal Live Burn – Roof Ventilation Operations
- June 12th – Company Meeting – Ice Cream Social Ticket Sales
- June 19th – Wildland Search and Rescue at the Glenn
- June 26th – Room Orientation and Building Entry Tactics

The Training Schedule has been posted to the iamresponding Application.

8. Fire Company Report(s):

- a. Motion by Commissioner Storm, second by Commissioner Hamzik, to accept Emily Leniek, Kaitlyn Leniek, and Blake Cron (Auxiliary) as new fire company members pending successful completion of a physical. All aye; motion carried.
- b. Motion by Commissioner Storm, second by Commissioner Hamzik, to accept the request to change from Auxiliary to Fire Police pending successful completion of a physical for Mary Poklemba. All aye; motion carried.
- c. Motion by Commissioner Storm, second by Commissioner Hamzik, to advertise the Antiques and Collectible Shows on the LED sign. All aye; motion carried.

9. O.L. Davis Fire Company Newsletter: Commissioner Anderson reminded everyone that Alice Fiacco, Company Secretary, is working on the monthly newsletter and to think of ideas to place in the newsletter.

10. Pyramid – Back-Up Devices: Jesse Taft, Systems Engineer and Security Analyst, with Pyramid Systems, provided a quote for upgrading our backup devices. Our current CTERA remote backup

device is having issues with the hard drive. Last year the drive had corruption and needed to be entirely wiped and reset, and then the backup was back up and running again. The offsite unit alerted Pyramid again that the hard drive was failing. They have seen this frequently and think it is time to upgrade our backup devices. A proposal was sent over. There are two options Option 1 is a Cloud Disaster Recovery, and Option 2 is a hard drive option like we currently have.

Onsite Backup with Remote Cloud Disaster Recovery

QNAP TS-251D NAS Storage Appliance - \$334.00

- Desktop Micro Tower Chassis
- Desktop Micro Tower Chassis
- Intel Celeron J4025 2.7/2.9-GHz 2-Core/2-Thread Processor
- 4-GB DDR4 RAM (1x4GB, Expandable to 8GB)
- 4-GB Flash Memory
- RAID 0,1
- (1) Gigabit Network Interface
- (2) Hot Swappable 2.5"/3.5" Drive Bays
- (2) USB 3.2 Gen 1 Ports
- (3) USB 2.0 Ports
- (1) PCIe Gen2 x4 Slot
- (1) HDMI 2.0 Port
- (1) External Power Adapter
- (1) Ethernet Cable
- 1-Year Limited Return to QNAP Warranty

(2) Western Digital RED Pro 4-TB 7200RPM NAS Drives - \$318.00

- 3.5", SATA 6Gb/s with 256MB Cache
- (4-TB Capacity)
- 5-Year Warranty (\$159.00/each)

Shipping - \$35.00

Veeam Backup Essentials

Annual Charges:

- (1) Veeam 1-Year Essentials with Enterprise Plus Edition - \$385.20
Server Backup License, Capped at (5) VMs

24x7 Monitoring and Status/Alert Notification - Included

(Does not include problem remediation and data recovery services and excludes Ransomware encryption remediation)

Veeam Licensing Options:

- a) (1) Veeam 3-Year Essentials with Enterprise Plus Edition Server Backup License - \$1,155.60
- b) (1) Veeam 5-Year Essentials with Enterprise Plus Edition Server Backup License - \$1,926.00

Automatic Remote Off-site Disaster Recovery Backup

Option #1

Microsoft Azure Blob Storage

- LRS Redundancy, East US 2 Region
- Hot Access Tier Storage (No Data Transfer Fees) Standard Performance Tier
- Guaranteed US Servers

Microsoft Estimated Fee

2-TB Storage \$79.00/month
4-TB Storage \$125.00/month
6-TB Storage \$165.00/month
8- TB Storage \$209.00/month

Option #2

QNAP TS-251D NAS Storage Appliance - \$334.00

Desktop Micro Tower Chassis
Intel Celeron J4025 2.7/2.9-GHz 2-Core/2-Thread Processor
4-GB DDR4 RAM (1x4GB, Expandable to 8GB)
4-GB Flash Memory
RAID 0,1
(1) Gigabit Network Interface
(2) Hot Swappable 2.5"/3.5" Drive Bays
(2) USB 3.2 Gen 1 Ports
(3) USB 2.0 Ports
(1) PCIe Gen2 x4 Slot
(1) HDMI 2.0 Port
(1) External Power Adapter
(1) Ethernet Cable
1-Year Limited Return to QNAP Warranty

(2) Western Digital RED Pro 4-TB 7200RPM NAS Drives 318.00

3.5", SATA 6Gb/s with 256MB Cache (4-TB Capacity)
5 Year Warranty
(\$159.00/each)

Shipping - \$35.00

PYRAMID Technical Support, Installation - \$400.00

- Update and prep QNAP appliance
- Deliver on-site and deploy
- Install Veeam backup agents on all servers
- Perform an initial backup
- Follow up the next day to confirm backups and incrementalism

This is an estimate based on (4.0) hours of services at the discounted rate of \$100.00/hour during regular business hours, which are Monday - Friday, 7:00 am – 6:00 pm. Endwell Fire Department will only be billed for actual services rendered.

Commissioner Anderson will do some research to see what the best option would be, and it will be discussed at the next board meeting.

11. Tom Ellis Refrigeration Preventative Maintenance Agreement: Motion by Commissioner Hamzik, second by Commissioner Battaglini, to proceed with the maintenance agreement for the ice machine and refrigerator in the community room. All aye; motion carried.

Ice Machine Maintenance/Service Agreement

The Maintenance will be scheduled between the hours of 8:00 a.m. and 4:00 p.m.

Service not included as part of this agreement:

- 1) Emergency calls or major repairs

- 2) Replacement parts

Labor and materials necessary to perform the following services:

- 1) Clean & sanitize Ice Machine
- 2) Filters are not included in this service

***NOTE TO CUSTOMER** – No repairs or radical changes shall be made without prior authorization and/or a separate written order of more than \$250.00.

NOTE: Authorized emergency service calls, other than regularly scheduled inspection services specified herein, shall be billed separately on a time and material basis. Customers holding a contract with Tom Ellis Refrigeration, A/C & Heating are given our priority treatment service over other customers.

REFRIGERATION PREVENTATIVE MAINTENANCE AGREEMENT

Hourly Labor Charges:

- Technician \$116.00 per hour
- Helper \$116.00 per hour
- Overtime (any call called in after 3:00 pm Monday-Friday) \$174.00 per hour
- Saturday Calls \$174.00 per hour
- Saturday Calls after 5:00 p.m. billed out at double time \$232.00 per hour
- Sundays and Holidays billed out at double time \$232.00 per hour

12. RFP for Professional Auditing: a rough draft of the RFP for our auditing services was reviewed.

13. Workers Compensation and Volunteer Firefighter Benefits Law Coverage: Motion by Commissioner Battaglini, second by Commissioner Storm, to renew the Workers' Compensation Policy in the amount of \$613.00 and the Volunteer Firefighters; Benefit Law Policy in the amount of \$58,106.00. All aye; motion carried.

14. Visions Federal Credit Union: Motion by Commissioner Lewis, second by Commissioner Battaglini, to allow one of the trucks to hang the American flag over Country Club Road for the 5K run. All aye; motion carried.

Fire Chief Michael Battaglini and Fire Company President Rob Brady will handle the photo opportunity to receive a donation as one of three charity partners for 2023.

15. District policies that need to be reviewed for approval: Motion by Commissioner Lewis, second by Commissioner Battaglini, to adopt the Firefighter Line of Duty Death Policy. All aye; motion carried.

Motion by Commissioner Hamzik, second by Commissioner Battaglini, to adopt the Parade Policy. All aye; motion carried.

16. Fire District Rules & Regulations: Copies of the rough draft of the Fire District Rules & Regulations were handed out for review and discussion. Some updates must be made; our lawyer is also reviewing them for final approval.

Hearing of Visitor(s): None

Motion by Commissioner Storm, second by Commissioner Hamzik, to ENTER INTO EXECUTIVE SESSION at 7:25 pm to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons. All in favor, motion carried.

No action was taken during the executive session.

Motion by Commissioner Storm, second by Commissioner Battaglini, to return to the regular at 7:49 pm. All in favor, motion carried.

17. Motion by Commissioner Storm, second by Commissioner Lewis, to allow the members to participate in the FASNY's First Annual Summer Games from June 16-18, 2023, located at the Baldwinsville Fire Station, as long as there is no alcohol consumption at any time. All aye; motion carried.

Correspondence(s): Copies of the Fire District Affairs Newsletter were handed out.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to adjourn the meeting at 7:50 pm. All aye; motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,



Erika Pereira

Fire District Secretary