

Minutes of Regular Meeting February 8, 2023

PRESENT: Commissioners Murray, Daly, Pacheco, Weitz, and Chairman Woehrle

Also Present: Chief Lingenfelter, Attorney Hayner, Treasurer J. Splendido, Secretary K. McGill, Chief Fritz, Capt. J. Vena, Lt. P. Griffiths, Capt. T. Congdon, FF/P N. Persons, FF/P & NPFA President J. Baker

The Meeting was called to order at 7:00 PM by Chairman Woehrle.

Motion/ Daly, 2nd / Weitz: To approve the January 11, 2023, **regular** monthly meeting minutes. As Read. Passed 4-0.

CORRESPONDENCE:

- Letter to Civil Service requesting an exam for Executive Secretary from Chairman Woehrle.
- Invitation to Capital Area Fire District Association's Annual Officer's Reception.
- 2023 Association of Fire Districts of NY State 2023 Expo brochure.
- Inspection report for Balltown Road station and apparatus.
- Inspection report for River Road station and apparatus.
- Letter from a resident thanking the duty crew for their response.

PRIVILEGE OF THE FLOOR: No Report.

BILLS: Commissioner Woehrle stated that he has reviewed all the bills.

Motion/ Daly, 2nd / Pacheco: To pay bills for corresponding check #'s 17375 - 17376, 18731-18768 From January 12, 2023, thru February 8, 2023 totaling \$104,837.63 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of January 2023 were reviewed.
- The comparison sheets for January 2023 vs. 2022 were reviewed.
- Budget versus actual expenses through January 2023 were reviewed.
- We are 8.3% thru the year and have spent 18% of the budget.

ATTORNEY'S REPORT:

Attorney Hayner Reported: No Report

COMMITTEE REPORTS:

FINANCE: No Report

INSURANCE: No Report

MEDIA RELATIONS: No Report

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- All Ambulances are now back in service.
- U-4051 was damaged while plowing. As communicated to the board via email a claim was filed with Utica National. The approved estimate was received in the amount of \$6141.08. The district would be responsible for the \$500.00 deductible. ***Request authorization to have Frank & Sons Body Works complete the repairs and to have the insurance payment made out to the fire district.***

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- Area hospitals have started using a new application for EMS to notify the ER of impending transportation and arrival of patients at the ERs. Internal training of our personnel is under way. The intended benefit is to improve the ER's ability to triage incoming patients, improve patient information transfer, and to reduce wait times for EMS units to transfer patients. There are several other potential benefits the application may provide that are being explored and we expect to develop with time. At this point in time there is no cost to the fire district.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report.

FACILITIES:

Commissioner Woehrle Reported:

- Annual station inspection was completed, and inspection report was distributed.
- Facilities Committee will meet February 22 at 7:00 PM, discussion will include the needs as the building ages.

Chief Lingenfelter Reported:

- Mezzanine storage cage project materials are on site. Contractor inventoried materials received and there was an error on the delivery of two items. They have since been returned and the correct items received. Contractor has been advised of their arrival.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- Career and Volunteer meeting that was directed in the November 9, 2022, Commissioner's meeting. More direction was requested by both groups. A facilitator is a recommendation. A revised motion will be discussed at next month's meeting.
- The Committee continues to work
 - The plan was re-presented and tonight the Committee is looking for the board to adopt this plan as presented.
 - City of Troy is doing this same activity now.
 - Discussion followed on funding for additional staff.
- The next Committee meeting is February 23, 2023.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

LOSAP Trustee Fritz Reported:

- Numbers for the year have been posted and 1 week from today they will be sent to the LOAP company for approval at the March Commissioner's meeting.

INSPECTION & INSTALLATION:

Commissioner Pacheco reported:

- The dinner was January 28 at The River Stone Manner. Everyone had a good time, and all feedback was positive.
- January 27, 2024, dinner was book at the same venue, this we pe presented to the Fire Company at their February 13, 2023, meeting.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Results of the most recent firefighter/paramedic list canvas were summarized and sent to Schenectady County Civil Service Commission for review. There are no candidates that can be certified from the current list. The interview committee interviewed one person as a possible provisional hire. **Request executive session to discuss the committee's recommendation.**

- Status of EMS Billing:
 - Medicaid application has been submitted. Awaiting approval.
- Our Healthcare Worker's Bonus submissions were approved by the state and a check covering the 15 employees who applied, and the fire district's portion of FICA was received on or about 1/21/2023. The funds are required to be distributed to the eligible employees within 30 days of receipt. The employee information has been forwarded to the Treasurer. **Request authorization for the Treasurer to distribute the funds in the 2/15/2023 payroll as approved by NYS DOH in the amount of \$45,000.**
- Taylor Tech has replaced the fire alarm system dialer at the River Road Station. The monitoring service will be observing it for a few days to see if there is a recurrence of unfounded trouble alarm notifications.
- The Balltown Road kitchen refrigerator needs replacement. Lt Sims has obtained quotes for a similar unit. **Request approval to purchase a replacement refrigerator for the duty quarters kitchen at a cost not to exceed \$2000.00.**
- **Request authorization for FF/Paramedic Wessels to attend the NAEMT Tactical Emergency Casualty Care (TECC) course in Pennington, New Jersey at a cost of \$835.80 Including travel, meals, and lodging plus 24 hours of Overtime.** This program is a pre-requisite for instructor certification in the TECC program. FF/Paramedic Wessels has been our lead instructor for our hostile event EMS response training as well as training programs for the community and school district.
- FFs Persons and Powers completed the Fire & Life Safety Educators program in Saratoga County from January 23 – 27, 2023.
- Met with SFD regarding EMS aid to the City of Schenectady.
- Department Activity

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
December Incidents	160	231	145	188
EMS	116	152	94	125
Fire/Other	44	79	51	63
Total YTD (12/31)	159	231	145	188

Other Activities:

Emergency Callback	74 Staff Hours
Department Training	127 Staff Hours
Duty Crew Hours	14 Staff Hours

Chief Fritz: No Report

Report of the Niskayuna Permanent Fireman's Association:

Commissioner Pacheco Ask the Question: What is the number 1 issue the Fire District needs to be aware of? Requested answer at the March Commissioner's meeting.

Report of the Grand Boulevard Fire Company:

Commissioner Pacheco Ask the Question: What is the number 1 issue the Fire District needs to be aware of? Requested answer at the March Commissioner's meeting.

OLD BUSINESS:

Question was asked if there has been a response from NYS on the letter sent regarding the 45% residency requirements. Attorney Hayner said he will research and report back.

NEW BUSINESS:

Motion/ Daly/ Second/ Pacheco: To authorize the Treasurer to distribute the funds in the 2/15/2023 payroll as approved by NYS DOH in the amount of \$45,000. Passed 5-0.

Motion/ Daly/ Second/ Pacheco: To authorize the purchase a replacement refrigerator for the duty quarters kitchen at a cost not to exceed \$2000.00. Passed 5-0.

Motion/ Weitz/ Second/ Daly: To authorize Frank & Sons Body Works complete the repairs and to have the insurance payment made out to Frank & Sons. Passed 5-0

Motion/ Daly/ Second/ Pacheco: To authorize FF/Paramedic Wessels to attend the NAEMT Tactical Emergency Casualty Care (TECC) course in Pennington, New Jersey at a cost of \$835.80 Including travel, meals, and lodging plus 24 hours of Overtime. Passed 5-0.

Motion/ Pacheco/ Second/ Weitz: To authorize a request for an exam for Chief, Captain, and Lieutenant from the Schenectady County Civil Service. Passed 5-0.

Motion/ Daly/ Second/ Pacheco: To approve the 5-Year Strategic Plan ad presented. Passed 5-0.

Motion/ Pacheco/ Second/ Daly: To attend the Capital Area FD Association annual banquet at a cost of \$240. Passed 5-0.

Motion/ Daly/ Second/ Pacheco: To request a 60-day extension for the Annual Report to the State. Passed 5-0.

Commissioner Woehrle reported that the Chiefs are going to get quotes to replace the stove, dishwasher, and microwave.

Commissioner Woehrle reported that Attorney Hayner researched if gift cards/gas cards can be given from the Fire District to the Fire Police and they District is not allowed.

Commissioner Woehrle reported that the 10% property tax credit approve by the State is still being worked on and will not be available for this year.

Motion/ Pacheco/ Second/ Daly: To adjourn to Executive Session at 8:10 PM. Passed 5-0.

Motion/ Weitz/ Second/ Daly: To return to Regular Session at 8:25 PM. Passed 5-0.

Motion/ Daly/ Second/ Pacheco: To appoint J.P. Nolan to the position of provisional entry level Firefighter/Paramedic effective March 8, 2023 with a salary and benefits per the agreement with NPFA and with a one year probationary period as required by Schenectady County Civil Service. This appointment will be conditional pending on obtaining NYS Paramedic Certification, passing a medical and psychological examination and meeting Schenectady County Civil Service Requirements.

ROLL CALL

Commissioner Murray – YES

Commissioner Daly – YES

Commissioner Weitz – YES

Commissioner Pacheco – YES

Commissioner Woehrle – YES

Passed 5-0.

Motion/ Weitz/ Second/ Daly: To request a certified list for Captain and Lieutenant from Schenectady County Civil Service. Passed 5-0.

Motion/ Daly / Second/ Pacheco: To adjourn the meeting at 8:30 PM Passed 5-0.

The next regular business meeting will be held March 8, 2023, at 7:00 pm.

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1