

Fly Creek Fire Commissioners Meeting
811 County Hwy 26, Fly Creek, New York
DRAFT July 20, 2023

Present: Keith Dickison, Sam Hoskins, Edward Kukenberger, Elizabeth Staffin, Christine Voulo, Pamela Deane (Treasurer), Claire Kepner (Secretary)

Opening: At 7:00 Pm the meeting was opened with the Pledge of Allegiance.

Minutes: The minutes were approved as sent by motions from Christine Voulo and Ed Kukenberger after which the correspondence was read.

Treasurers Report: Total remaining in budget: \$116,493.50 Total spent \$75,584.50
Christine Voulo requested the treasurer separate stipend and legal fees which was agreed to.
Betty Staffin made a motion to accept the report, second by Ed Kukenberger and unanimously approved.

Bills:	1-Hummel's Office Plus	Building	39.99
	2-Bruce Halls Corp	Building	318.94
	3-Ed Kukenberger	Building	306.20
	4-Paraco	Building	307.49
	5-Town of Otsego	Truck Fuel	71.10
	6-Fly Creek Fire Company	Training	690.00
	7-NYSEG	Electric	416.98
	8-Spectrum	Cable	137.97
	9-Firematic	Truck Maintenance	4,280.66
	10-Kinsley Group Inc	Building	1,144.96
	11-NYS Dept of Labor	Building	75.00
	TOTAL		\$7,789.29

The bills were unanimously approved to be paid after motions from Christine Voulo and Betty Staffin.

- Chief's Report:**
1. June Calls-Fire 4, Ems 13 (no report from EMS)
 2. UTV insurance? Life saving equipment sitting in truck room for almost 3 months
 3. Cameras have been removed – one to install
 4. Camera access given to Sam Hoskins tonight
 5. Office access and file access to Sam Hoskins on Monday 7.24- Chief will contact Sam to set up time.
 6. Fire Company pancake breakfast on August 26 on Fly Creek Days

7. Chief has not received treasurer's reports at commissioner's meetings for the past several months. Have always been given a copy and need to know how much is left for line items in budget.

8. Have not received any mail regarding equipment ordered for the last several months. Have always received copies of bills in the past and have no idea what has been paid and what line items money is being removed from. Requesting copies be given each month and put in chief's box.

9. 75th Anniversary District parade meeting on 7/25 at 5:30

10. Company drill/training calendar being planned for Tuesdays in August.

11. Pump testing results not available yet.

12. Request for 4 drawer standing file cabinet-need to lock up certain equipment to be ordered from Corcraft thru NYS. Do not need to go thru procurement policy for this.

13. Apologies for my absence – working in Delhi

Sam Hoskins informed the chief that the Company UTV lease agreement with the Fire District is the responsibility of the Company to obtain per the District's attorney, Greg Serio.

Engineer's Report:

1. Pump test results not available yet.
2. Equipment inventory in progress
3. Scheduling hose testing

A motion to accept the Chief's and Engineer's reports was made by Keith Dickison, second by Betty Staffin and unanimously approved.

EMS Report: Patty Schultz stated they responded to 2 calls. There have been a lot of out of district calls but have not been responded to. Keith Dickison made a motion to accept the report, second by Ed Kukenberger and unanimously approved.

Fire Police: No report

Auxiliary: No report

Old Business:

- A Driving Policy was approved 2/6/2019 and will be incorporated in the policy manual the secretary has created. Steve Baker suggested it may need to be updated and Mr. Hoskins indicated he will have Mr. Serio look at it.
- The Sexual Harassment and Building Policies may be combined. It was mentioned that the alcohol section of the policy needs to be looked at since the donor of the land made a condition of the sale that alcohol not be allowed on the property. Mr. Serio is working on this policy and Sam will get back to him with this information.
- The Septic tank was found by camera and documented on the site plan for the building. The district only owns 15 feet east of the building. According to Alan Thayer he does not think the septic system has been touched since 1975 when he joined the Fire Company.

Now that we have documented the Location we have decided not to proceed further at this time since the system seems to be working well at this time. We did discuss this with Mike Stocking, septic tank contractor.

- The pressure tank for the water system failed. Alan Thayer and Ed Kukenberger replaced the tank and pressure switch which saved the district approximately \$400.00.
- The water treatment softener and system needs service, A motion was made by Christine Voulo and second by Keith Dickison and unanimously approved to have that done.
- Paraco inspection – Gas stove passed inspection.
- Oil Furnace Replacement. Passed mandated NYS Boiler inspection. Our furnace is 30 years old and twice the size we need. We now have two estimates and are waiting on one more to replace with propane and replace the electric hot water heater.
- Audit – NYS mandates yearly audits for Fire Districts with budgets of more than \$4000.000. Our annual budget is \$192.000. this year. Since we have received three quotes to do an audit ranging from \$5,000. - \$10,000. We will not do one now. The NYS Comptroller has a form that we can do our own Audit with. Meg Kiernan has agreed to do this with Pam Deane, our Treasurer. Christine Voulo wanted it noted that she feels Meg has a conflict of interest due to Meg's connection to the Otsego Town Board. Sam made a motion to have Meg Kiernan do an audit, second by Keith Dickison and approved with one Nay vote by Christine Voulo.
- Cameras-
- Sam Hoskins asked Adam Kantor if cameras could be placed outside the building looking at bay apron and parking lot.
- The District has an email that the Chair will use. It is s.hoskinsfcfdny@gmail.com
- Delivery address for the District is at the Copy Shop: Fly Creek Fire District, Box 45, 218 Main Street, Cooperstown, NY 1. 3326. All purchases that need to be mailed to the District are to be sent there. The Secretary will contact the person who ordered the item. Claire Kepner is to keep a list of what is ordered and delivered. The cost for the box is \$40.00 a year. Sam Hoskins made a motion to approve securing the box/ mailing address. Keith Dickison seconds the motion that was unanimously approved.

New Business:

- Fire Truck Replacement – Discussion followed with suggestion for a 2000 gallon tanker.
- Budget Planning for 2024 - Will start at the next meeting.
- Items in Basement – It needs to be cleaned out. Ed Kukenberger is to check to see if the town can use the tires. Sam is to check with Mr. Serio about doing that.
- EMS Video Surveillance Trailer in parking lot – It is placed there to monitor traffic for the Hall of Fame Weekend 7/22 and 23
- Due to it needing to get a lead cord for electric Ed Kukenberger suggested outside outlets be installed.
- Procurement policy for truck repair of \$4200.00 was not followed. It was done without getting at least 2 vendors estimates. Adam Kantor indicated that Firematics is the ONLY

company that can work on it. Sam Hoskins stated we NEED to follow the procurement policy which does have an emergency clause. A way to deal with the issue is that the District can make a resolution that So and So Repair Shop is approved to do repairs.

Public Comment: Adam Kantor wanted to know if the policies are going on the web site and he was advised by the commissioners that yes they will.

Lenny the stood up with his phone in his hand and advised everyone that the Chief, Christopher Voulo just resigned.

Christine Voulo stood up and stated she also resigned.

The Chair mentioned that resignations had to be in writing.

Kelly Steele Stood up and claimed the Chief was pushed out.

Adam Kantor replied that the Company will figure it out at the next meeting.

Ed Kukenberger asked if the Company can function and was advised yes by Adam.

Shirley Dickison wished her husband, Keith, Happy Birthday.

Meeting adjourned at 8:28PM

Next Meeting: August 10th at 7PM

Respectfully submitted,

Claire Kepner