**Fly Creek Board of Fire Commissioners District Meeting**

**April 21, 2022**

**Present: Matt Pernat(Chair), Vincent Ruggiero(Vice-Chair), Joan Kegelman(Substitute secretary), Christine Voulo , Betty Staffin, Pam Deane(Treasurer)**

**Chief Voulo, Adam Kantor, Henry Hight and Lenny Pashley arrived at 8:30 pm upon returning from structure fire call in Hartwick.**

**Meeting opened at 7:04 pm with Pledge of Allegiance followed by a moment of silence in honor of past Fly Creek Fire Company member- Lee Winnie.**

**Secretary was absent so no minutes were approved from the March meeting.**

**Correspondence- none**

**Guest Speaker- Lynn Bass was not contacted**

**Treasurer’s Report- Ms. Deane passed around only one copy of the two bank statements for the commissioners to review instead of having individual statements for each commissioner’s records. The monthly treasurer’s report for each line item in the budget was not provided either. Mr. Ruggiero will deposit all bills and all correspondence for the treasurer in the firehall desk filing cabinet for scheduled pickup of bills each Wednesday. Christopher Kegelman – deputy treasurer, will be setting up NBT online banking for Ms. Deane as she signed online banking forms at the conclusion of the meeting.**

**Balance Forward-$390,857.82**

**Bills paid -$18,199.87**

**Interest-$15.57**

**Current Balance-$372,673.52**

**Money Market Balance-NBT-$362,833.72**

**Bills:**

**Airgas $110.18/ Airgas$122.01 Total - $232.19**

**Pam Deane- cleaning $82.50**

**Superior plus Propane $1352.24**

**Fly Creek PO stamps $58**

**Royal Ford Motors $430.30**

**Morris Croker LLC $508.14/ Morris Croker $577.50 Total -$1085.64**

**ABM fire equipment -$77.90**

**Jerome Fire Equipment -$2202.14**

**NAPA Gillies Auto -$4.43**

**Fly Creek Fire Company reimbursement $298.69**

**Spectrum Internet $129.98**

**Copy Shop Plus $219.97**

**Hilltop Tire $1650**

**McQuade and Bannigan $1432.25**

**NBT ambulance Loan Payment -$22843.75**

**WestLake Ace hardware - $58.37**

**Hummels’ Envelopes/Treasurer’s filing cabinet- $268.49**

**Firematic Supply Company 0513 repairs - $11,375.80**

**TOTAL-$43802.64**

**Treasurer’s report was approved at the end of the meeting upon return of Chief Voulo pending a bill.**

**Chief’s Report (Chief Voulo presently absent at Structure fire – report given by Christine Voulo)**

**Calls Fire 9, EMS toned 14- 5 Fly Creek, 5 Cooperstown, 3 Richfield Springs, 1 Oneonta, Responded EMS 3 (2 Fly Creek, 1 Cooperstown )**

**2 Company Drills/Training**

**0513 back in Service(Refer to bills and pictures )**

**Crash bars on doors in truck room – have requested multiple times . Have one estimate**

**AC unit in meeting hall and Chief’s office – need estimates**

**Spectrum Internet constantly not working – Adam Kantor to arrange for an upgrade to be installed to be billed directly to District Account**

**Lee Winnie Benefit went very well – Thank you to all who helped participate**

**Engines and ambulance have been inspected**

**Sunday, May 22 is pump testing scheduled**

**Fire Police – meeting May 12 at EOC with Chief Paul Neske to go over equipment available to the fire companies from the special ops barn.**

**Paradigm will sponsor a pipeline safety course on May 17 at the Quality Inn in Oneonta. 2hrs of Credit and a certificate will be issued. Contact John Phillips if you wish to register.**

**Auxiliary – monthly meeting was cancelled due to Covid**

**All officers reports were approved First- Mrs. Staffin Second – Mrs.Voulo**

**Old Business:**

**Mrs. Kegelman discussed District Code of ethics . Sample copies were distributed at last month’s meeting by Mrs. Voulo giving all commissioners ample opportunity to read and review, as per NYS law all fire districts are required to have a code of ethics on file and posted in the fire hall. Mrs.Voulo provided the final copy this evening and all commissioners will need to sign acknowledgement of receipt at the May meeting for district records.**

**New Business:**

**Mrs. Kegelman reported on the audit suggested by Fire District attorney, Mr. Hannigan and her contact with 2 accounting firms that specialize in Fire District accounting . They suggested a forensic/ risk assessment audit . Research is still ongoing regarding this matter. Mrs. Voulo reported that the NYS comptrollers has been in contact and that the Fly Creek Fire District is on their agenda. Due to Fly Creek’s prior lack of capital reserve funds and reserve policy as required by NYS comptroller’s office, Ms. Voulo read from NYS comptroller’s local government audit report, citing local fire districts in Otsego county and gave multiple examples citing lack of financial controls over district financial activities to safeguard assets and that local boards did not annually audit their treasurer’s records.**

**Mrs.Voulo reported on EMS Ambulance recovery relief bill recently passed by NYS legislation . She stated that there is recovery information webinar on Friday 4/22/22 sponsored by FASNY and encouraged all commissioners to attend. If not able than the webinar would be recorded and available on FASNY’s website for later viewing.**

**Mrs. Kegelman discussed COVID relief funds being available from the Town of Otsego through the American Rescue Plan Act. She will be drafting a letter and sending on behalf of the commissioners as the department is in need .**

**Mrs. Staffin mentioned 2 members of the Fire company not being allowed to vote recently due to lack of active participation and questioned the company bylaws. She was advised this was not a district matter and that the president of the company upholds the bylaws and to discuss further with the president her concerns.**

**The Fire company elected new officers( Chief Christopher Voulo, First Assistant Chief Adam Kantor, Second Assistant Chief Henry Hight and Third Assistant Chief Leonard Pashley) to be approved by the Board of Commissioners this evening.**

**All officers were noted to be qualified candidates as prior to the election and were subsequently approved by the Board of Commissioners. Motion to accept – Vincent Ruggiero, Second – Christine Voulo . All in favor. Sworn in by Commissioner Kegelman.**

**Next meeting will be May 19 , 2022 at 7pm as Mr. Ruggiero will be out of town and requested the meeting night be changed . Motion to accept – Betty Staffin and seconded by Joan Kegelman. All in favor .**

**Motion to adjourn at 9:32 pm by Matt Pernat and Joan Kegelman**

**Respectfully submitted**

**Joan Kegelman**

**Fly Creek Fire Commissioner**