

EAST BLOOMFIELD FIRE DISTRICT

Meeting Minutes

Date: February 19th 2024

Meeting may be recorded for note keeping purposes with the number in attendance

Jeff Kachmaryk	Zach Legters	Ryan Duvall	Mike Long	John Cavagnaro
2024	2025	2026	2027	2028

Called to Order: Meeting was called to order at 6:30 pm. Meeting was held in the Commissioner's office.

Attendance:

	Present	Absent
Chairperson Zach Legters	X	
Commissioner Jeff Kachmaryk	X	
Commissioner Ryan Duvall	X	
Commissioner Mike Long	X	
Commissioner John Cavagnaro	X	

Chief Pete Koppmann __X__

Bruce Treat____X__

Secretary Heather Barbaro __X__

Additional guests:Joann Long__X__George Heissenberger__X__Seth Jonas__X__Derrick Legters__X__Geoff Breeze__X__

Public Comment: George Heissenberger wanted to ask the board of Commissioners for a moment of silence for the recent members who have passed away. Those include Jack Herrington (who was a member, past commissioner and an integral part of the

building development), Martin Neenan (Past member and Safety Officer, OCALS), and Michele Smith (who is Chief Bill Smith's wife.)

Fire Department: Noted President Steve Murnan whose normally in attendance was home after surgery.

-Also shared that Gary Rogers has passed away suddenly. He was the father of member Adam Rogers.

Minutes: Chairperson Legters asked the board if there were any changes or corrections needed to the past meeting minutes that were sent out via email. Seeing none it was approved, per Roberts Rules.

Membership: No official meeting last month was held by the department.

-Chief shared:

Jack Herrington passed away 1/30/24. Calling Hours 2/18/24

Michelle Smith (Asst. Chief Bill Smith Spouse) Passed away 2/8/24. Celebration of Life 2/23/24

Marty Neenan passed away on 2/8/24. Calling hours 2/24/24.

Steve Murnan recovering at home from complications from surgery.

Chief's Report:

January 2024 Incident Report	Total
EMS Assist	3
Weather Problem	3
Wire/Pole Problem	9
Appliance Fire	1
MVA	2
Automatic Alarm	1
ECHO Level EMS	1
Mutual Aid Fire – Bristol (Engine & Tanker)	1
TOTAL	21

For comparison: 2023 Total calls to date: **17**

Training:

- Training and SOG for field decontamination & extractor use conducted 1/22/24

- Tour of Velmex Mfg. conducted 2/5/23
- National Fuel Gas 1st responder training conducted 2/12
- Annual PESH required training scheduled for 2/26 and 3/4
- Annual SCBA required skills training scheduled for 3/11

Equipment/Gear Repairs:

- Four-gas meter out for calibration 1/16/24. Unable to calibrate EX gas sensor. Sensor replacement and meter re-calibration. Returned 1/25/24.

Procurement: Procurement Officer Bruce gave the board a chart to go over. Included recommendations for hard water testing. The estimate was \$1,800.00. And this would be in addition to the repair from Hood Systems. (They do the kitchen work and hood vents)

-Commissioner Cavagnaro asked about yearly inspection schedules.

-Motion by Commissioner Duvall to move forward with the repair of the backflow preventor for \$3,260.00 and the water testing for \$1,800.00. Seconded by Commissioner Legters.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

-There is a 5-year inspection on the sprinkler system.

Procurement from Chief:

Vendor	Description	Price	Qty.	Total
First Out Rescue Equipment	Four-Gas Meter calibration & sensor replacement.	394.27	1	394.27
First Out Rescue Equipment	Fire Police Jackets (Qty. 2, w/ Lettering)	267.59	1	267.59

First Out Rescue Equipment	FLIR Thermal Imaging Camera Batteries	404.90	1	404.90
			TOTAL:	\$1,066.76

Procurement For Approval:

Vendor	Description	Price	Qty.	Total
Home Depot.	M18 FUEL ONE-KEY 18V Lithium-Ion Brushless Cordless 9 in. Cut Off Saw	899.00	1	899.00
			TOTAL:	\$899.00

2023 DEC Wildland Fire Equipment Grant:

- Grant application submitted 11/15/23. Grant award notice received 12/28/23
- Purchasing in process.
- Fire District agreed in 2023 to reimburse Fire Dept. for purchase.

-As mentioned above D.E.C Grant was accepted. One of the items had to be replaced with a different item as it didn't quite qualify under the umbrella of wildland fire. This was for a blade for the k12. It was changed to a Milwaukee saw. The cost was \$899.00 and will be purchased at Home Depot. The chief mentioned it would come out of his budget. The nice part of this is it would come with another battery and charger as well.

-Noted if this was approved the Procurement Officer would take over and purchase.

- A new pump for \$15.00 was purchased from Uline.

-Motion made by Commissioner Kachmaryk to move forward with the purchase of the Milwaukee cut off saw. Seconded by Commissioner Cavagnaro.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

Treasurer's Report: The total for the bills this month was \$27,658.43.

Summary for General Fund: Chairperson Legters went over the report for the bills.

Additional bills that came in included Firematic for \$320.56, EFPR for \$6,005.00 (their final bill for this portion) and Commissioner Training for Commissioner Cavagnaro for \$125.

-This brings the new total to \$34,603.99.

-George asked a little more about EFPR and how it was looking with the audits.

Chairperson Legters confirmed we were in good shape and Secretary Barbaro did send out end of last year interest from other firms for potential work, but EFPR showed interest again.

-Chairperson Legters shared with the board the NY Class has earned \$3,751 for interest in the month of January. And the tax levy from the town was put into NY class as well. That total was \$452,572.00.

-Noted Integris still hasn't cashed the check and the building payment for principal and interest is upcoming in August.

-Motion to pay the bills made by Commissioner Long. Seconded by Commissioner Duvall.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

Transfer from Gen. Fund savings to Gen. Fund checking:

Motion made by Chairperson Legters to move \$35,000 from NY class to CNB to pay the bills. Seconded by Commissioner Cavagnaro.

Votes	AYE	NAY	ABSTAINED	ABSENT
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Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

Correspondence: Frontier Communications report given to the Chief.

- RGE smart meter notice
- AARP Membership information
- Spectrum Ad
- Penn Power group flyer
- ACE Hardware rewards information
- Notice for Indeed
- Empire Access Holiday Card
- Uline mini and large catalogs

Buildings: Noted the heat was fixed in the truck bay and ready room. Commissioner Long wants the department to pay for the heat in the ready room if there continues to be costs and calls out for heating concerns as the panel seems to keep getting adjusted or turned off.

- George Heissenberger said its not adjustable by the members, its locked and there is only control from the master control.
- The Chief suggested to be checked and see if it was on lock out. But again, confirmed those panels are for display mostly and they are only controlled by the master which members do not have access to.
- Noted circuit breaker would be fixed 2/20 at 8 am.
- George Heissenberger shared that after the last meetings nomination he is going to decline on the position for a building manager position.

Grounds: One quote was given to the board for the retaining wall project from Wyatt Conklin. Noted maybe he saw this due to the Facebook post.

-RJ Landscape was an original quote back in late summer.

-Secretary Barbaro noted to the board and Commissioner Duvall that she was emailing Commissioner Duvall every few days to get the promised write up from the previous meeting to post in regard to the landscaping specifications he required for the project. Emails were never responded to for several weeks until just three days before the meeting.

-No answer was given on why he did not read or respond to any of the emails.

-Commissioner Duvall then went on to suggest all new blocks should be installed and he liked the quote and wanted to move forward.

-Secretary Barbaro then asked if the Daily Messenger should try and be reached out to in order to cancel the posting that was just placed due to the lack of email responses. Board shared to keep the ad up and 3 quotes are always best for a project.

-Commissioner Cavagnaro asked if there was any impeding problems if the board was to wait for more companies to give proposals. None at this time so board decided to wait another month.

-Noted there would be interest to have the driveway sealed and striped again.

-Community Member George Heissenberger mentioned how Commissioner Duvall had a contact at the scouts so maybe one would be interested in making it into an Eagle Scout project.

-Secretary Barbaro mentioned on behalf of the EMS crew there is still a big need for salting from the contracted company on bad weather days especially by the door where first responders go in. Terry Hall fell a previous year and he was surprised the board has not made it a priority for safety.

Apparatus: Commissioner Cavagnaro had 3 different handouts for maintenance plans. They included Firematic (out of Churchville), Penn Power (out of Syracuse) and Premier Fire Apparatus.

-Commissioner Cavagnaro wants to look over each plan and do a more organized streamlined for the board than to do a clearer apple to apples comparison.

-Chief agreed some more clarification is needed especially since some trucks are not needed due to not being a full chassis.

-George asked if full checklist is still used at Firematic with the new ownership. Chief confirmed he believes it would be close to what was used in the past.

-Noted Firematic is beneficial due to proximity, and they do an internal pump test.

-More to review at the next meeting.

-Chief Koppmann wanted to thank member Larry Turner for helping drive apparatus to get worked on.

711: Over-temp alarm on hydraulic generator evening of 2/12/24. Notified Firematic. Service tech on-site 2/14/24. The generator was down slightly on hydraulic fluid and one of the breather lines was partially plugged from the vehicle undercoating. He topped off the hydraulic fluid, unclogged the breather line and cleaned what he described as "an extremely excessive amount" of undercoating from all of the generator fittings and lines. He ran the generator under load for 30 minutes and there were no alarms. Pictures were provided to the board of what was found.

-Noted this cost the district additional time and money to the taxpayers due to the excessive amounts of undercoating.

712:

- Intermittent ignition issue last 2 months. Truck will not start. Needs to be power cycled.
- Truck to Firematic 1/30. Returned 2/2 (Thank you to Larry Turner for driving)
 - Pump panel light replacement (approved in 2023)
 - Found Loose battery connections, faulty brake light switch, low coolant level, excessive undercoating in engine compartment.

741 – Nothing at this time.

751 – Nothing at this time.

752 – Possible bad tank-to-pump valve. Contacted Firematic 2/19/24 to come and look at it.

70 Chief – Service parking brake warning light.

2024 Annual Maintenance and Pump Testing. Have used Firematic (Churchville) in the past. Commissioner Cavagnaro to solicit bids.

Insurance: From the Chief: Reminder that the Fire District needs to report any/all workplace injuries for 2023 to satisfy NYS PESH reporting requirements.

-Commissioner Kachmaryk shared there was the new policy and it seemed to be less than discussed so he will reach out to Joel Steele and confirm everything. Joel was out of town at the time.

- Cancer insurance cost went up from what was discussed. The policy seemed to be altered and exterior members were not added on. This was an additional \$2,000 difference.
- Much discussion on this topic as the board wanted to be in compliance with state, but also it was not approved for the changes in coverage or costs increases.
- Commissioner Cavagnaro commented on how exterior members are also exposed to a lot as well on the job.
- George thought the state only looked at interior for the coverage to begin with.
- The Chief said there was a lot to do with the yearly physicals and fit testing done as well.
- Chairperson Legters also confirmed the state would not cover exterior status members.
- Details are to be explored as there will be additional record keeping of the physicals and other requirements.
- George again shared the board did not ask for these changes and they should not have to pay.
- Commissioner Kachmaryk said there is a need for proof and he will continue to look into why it was changed and correct it.
- Commissioner Cavagnaro suggested to meet and look at the risks of whether or not to offer the extra coverage to the exterior members make a list maybe 1-10 and do an overall risk assessment.
- George said to him it was basic. If you for example asked for coverage of 14 people and then 28 were then covered out of the blue he wants to know who changed it. Who made that decision.
- Chief Koppmann said there needs to be better explanation needed as nothing has changed on the state level in years to add additional coverage for exterior members.
- Joann Long suggested to see if exterior members could be covered and what the extra cost and coverage details would look like. They are exposed to a lot of things as well.
- Commissioner Kachmaryk to look into all of this.

IT Report: Commissioner Long shared that the Chief's computer should now be up to date. Chief noted he was unsure as it all looked the same but would confirm.

- Mention of the \$1,000 tech assessment credit.

-Multi-Factor authentication is coming to help better protect the accounts and log in information. Please let Commissioner Long know if there are any issues when you do get this email and try to set it up.

-Migration from Blue Host to Microsoft will be March 14th.

-Commissioner Long went over two main options that were suggested by Integris.

1) Maintain ethernet with a firewall for the 3 computers for the total of \$2,408.95

2) Wi-Fi connection and firewalls \$8,000 to \$10,000

-The building is currently running power over ethernet. Commissioner Long suggested to leave the Wi-Fi alone for now and go forward with option 1.

-Noted the fire department computer would then not have additional security beyond the firewall for the computers.

-It was confirmed by Commissioner Cavagnaro that this option would then still run the district additional fees each month.

-Shared with the board the current hardware would not work with the firewall.

-Member Geoff Breeze said the switch is open and he has spoken with Integris in the past as he works in the IT field. He can easily get any equipment needed and help set things up to help protect and save the district and department money overall with this. He would be willing to talk and work with them again. In the past he felt they pushed more for their own equipment.

-Geoff has offered to manage the switch and bring over what is needed.

-Commissioner Long hopes to still proceed with option 1 after the meeting with Geoff and Integris for the district. Reminder cost was \$2,408.96 and it was noted this was less than what was budgeted for as the district hold the licenses for Microsoft and there was the tech assessment credit.

Motion made by Commissioner Long to have the meeting with Geoff Breeze and Integris to go forward with the estimate not to exceed \$2,500.00. This would also include Geoff helping to donate equipment to help costs with a different switch and the potential for \$50.00 a month and the 2nd line for internet. Seconded by Chairperson Legters.

Discussion was also brought up by Commissioner Duvall that Geoff seems to have great knowledge, and this was why there was money earmarked.

-Chairperson Legters suggested to get information on why the extra costs as if we can save some money, it would be nearly \$600 for the year.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

Unfinished Business: Noted on the agenda there was the building management role. No update on this at the time so it will be moved to a future month.

-Commissioner Long asked if the board even wanted to proceed in that direction.

-Commissioner Duvall shared "I think that we are all volunteers and as long as everybody continues to do as much as they can for the fire district, even if things take longer, we are getting stuff done and I think we should continue on the way we have been going "

-Commissioner Long then asked, "Can you take more?"

--Commissioner Duvall stated he was doing what he can do.

-Commissioner Long said he has more time now as he went out for another position.

-Brought up that the new Commissioner has taken on several roles and Commissioner Duvall is only taking care of grounds.

-Chairperson Legters shared that it just all needs to be communicated and use of email and text to get things done.

-Procurement officer wondered if there was an update on the boilerplate. Chairperson Legters did not have time the previous month. It will be looked at still with Pinsky.

From the Chief

AFG Grant: (SCBA's)

- Current SCBA's purchased new in 2010 (NFPA 1981 - 2007 Ed.)

- NFPA 1981 Editions: 2007, 2013, 2019 (current)
- Expected release of NFPA 1970 is early 2024.
 - Looking for System for Award Management (SAM.gov) account login info
 - DUNS number used previously. Now using Unique Entity ID. SAM.gov
- Recommending Jason Wagner (Fire Grants) be contracted to handle grant writing and submission.
- \$1,500.00 payment due when grant application is submitted.
 - Successful AFG grants for Ontario County 700 MHz radios 2012 (\$1,000,000)
 - Successful AFG grant for regional water supply equipment grant 2018 (\$30,000)

-If the grant is won it is a 95% off cost to the district. Would be a huge benefit.

Motion by Commissioner Duvall to move forward with the grant writer to apply for the cost of \$1,500.00. Seconded by Chairperson Legters .

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

New Business: With the tax deadline falling on the meeting in April, Chairperson Legters would like to move the meeting to April 17th.

-Motion made to formally move the date of the April meeting to Wednesday April 17th at 6:30 pm was made by Chairperson Legters. Seconded by Commissioner Duvall.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			

Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

-Secretary Barbaro to help with Facebook, newspaper and sign out front. Chairperson Long will update the Website.

Adjournment: Motion made by Chairperson Legters to adjourn. Seconded by Commissioner Duvall.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

Meeting end time was 8:11 pm.

I, Heather Barbaro, secretary of the East Bloomfield Fire District, hereby certify that the attached minutes are true and accurate copies of minutes maintained by me in the ordinary course of business and as part of my role as secretary of the fire district.

Secretary

EAST BLOOMFIELD FIRE DISTRICT MEETING DATE:

January 22nd, 2024

Action Items:

PROJECT/PROBLEM	GOAL & DUE DATE	LEAD
Floor Polishing	Moved to January meeting *Noted this still hasn't been completed, and has been on list for several months	Commissioner Duvall
Leak in roof, mezzanine	Moved to January meeting *Noted this still hasn't been completed, and has been on list for several months	Commissioner Duvall
Scan District Policies*	DONE!	Secretary
Gutter issue – clean & possible update	Moved to January meeting *Noted this still hasn't been completed, and has been on list for several months	Commissioners Duvall
Damaged siding, back of building, by mower too close	Moved to January meeting *Noted this still hasn't been completed, and has been on list for several months	Commissioner Duvall
NW building corner wall slanting	Moved to January meeting *Noted this still hasn't been completed, and has been on list for several months	Commissioner Duvall