

**EAST BLOOMFIELD FIRE DISTRICT**

**Meeting Minutes**

**Date: April 15th 2024**

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

Jeff Kachmaryk	Zach Legters	Ryan Duvall	Geoff Breeze	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 Geoff Breeze	X	
Commissioner John Cavagnaro	X	

Chief Pete Koppmann \_\_X\_\_

Bruce Treat \_\_X\_\_

Secretary Heather Barbaro \_\_X\_\_

Additional guests: Seth Jonas\_X\_\_Derrick Legters\_X\_\_Joann Long\_X\_\_Ben Murnan\_X\_\_George Heissenberger\_X\_\_Mike Long\_X\_\_

-Before public comment took place Chairperson Legters read off to the board a resignation letter from Mike Long effective April 16<sup>th</sup> 2024. The board then discussed options to fill the position and who may be interested.

-Noted they would be completing the year then would have to go on the ballot in December to fill out the rest of the 3 year term. Also reminder that Commissioner Kachmaryk is up for election and this term is for 5 years.

-Commissioner Cavagnaro suggested since Geoff Breeze has been attending the IT meetings with Mike Long and Integris and is familiar with the field he would be a great fill in. He was interested and Commissioner Duvall just confirmed if there was anyone else in the room who additionally wanted to join as well. Seeing none at the time.

-Motion made by Commissioner Cavagnaro to have Geoff Breeze fill the open position for commissioner until end of year 2024. Seconded by Commissioner Kachmaryk.

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

The motion passes.

-Newly appointed Commissioner Breeze took his seat at the table. And will be included in the meeting minutes as the new commissioner and in the voting moving forward.

-Secretary Barbaro to update the contact information sheets in the district room and for the board out in the hall. He was additionally given what he needed from Mike Long to make the transition easier with passwords and how to set things up.

-Chairperson Legters gave him his Oath of Office, and he will need to reach out to the town to sign with them. He was given the information that he has 270 days from when he is appointed to complete his commissioner training.

**Public Comment:** Joann Long wanted to thank Mike Long for his time on the board dedicating his time and energy to the district. He was an integral part in getting the website up and running, as well as getting the computers streamlined and secured. She handed out brownies as a treat for those who wanted one in attendance.

-George Heissenberger shared with the board that John Alfieri from Firematic let the truck committee know that the truck is expected to be completed November or December of 2026. This is a full year sooner than anticipated.

-There will be a prebuild meeting once drawings are completed and communication with them every 3 months moving forward.

**Fire Department:** Joyce Koppmann, department secretary reminded the board when it comes to her needing to be called into the building especially during the day this needs to be planned better. She works full time and things need to be communicated and planned.

-Mike Long said he contacted the administrator to set this up and get passwords and was informed that was not needed.

-Joyce said to just let her know and pre plan better. Additionally she brought up the dumpster being full and this was something district was supposed to take over and reach out when needing to be emptied. Chairperson Legters will reach out and take care of this.

**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: From the Chief:** Recruit NY: April 14. 10am-2:00pm. One application to a previous member of Victor FD.

-Fire Dept. Membership Committee working on draft policy language for NYS Volunteer FF Training Stipend

-Policy will need to be approved/adopted by both Fire Dept. & Fire District.

-Two physicals given to secretary to file for members Ron Newell, Kathi Gosper.

**Chief's Report:**

<b>March 2024 Incident Report</b>	<b>Total</b>
EMS Assist	1
Smoke Investigation	1
CO Detector Activation	1
Vehicle Fire	1
MVA	3
Mutual Aid Brush Fire (Honeoye)	1
Smoke Outside/Outdoor Fire	2
<b>TOTAL</b>	<b>10</b>

- 2024 Year-To-Date: **50**
- For comparison: 2023 Total calls to date: **41**

**Training:**

- Annual SCBA required skills training completed 3/11

**Equipment/Gear Repairs:**

- Bunker Pants (P. Koppmann) to Turnout Express 3/15/24 for repair. Returned 3/22/24.

**Testing/Maintenance:**

- Breathing Air Compressor maintenance:
  - Last maintenance - 2020
  - Oil change, air filters, and air quality test. \$596.00 First Out Rescue Equipment. Date: TBD

**Procurement:** Bruce Treat the Procurement Officer presented the board with a chart for a breakdown on Hood Suppression for cleaning the stove. It was noted this is a 12 year cycle. Discussed with board best dates as to not interrupt the upcoming chicken BBQ or any community room use.

-Some small tool purchases were done as well. It was under the threshold of approval. The Chief explained need for the tools and importance as department spent their own money on a few training props and some additional tools would be needed.

**Procurement from Chief:**

<b>Vendor</b>	<b>Description</b>	<b>Price</b>	<b>Qty.</b>	<b>Total</b>
Home Depot	Milwaukee 18V Cut-Off Saw	849.00	1	849.00

Amazon	Malco Turbo Shear (Laminated Glass)	196.34	1	196.34
Home Depot.	9" Abrasive Saw Blades (2 pack)	21.97	1	21.97
Global Diamond	9" Diamond Saw Blades (3 pack)	154.99	1	154.99
Turnout Express	Turnout Pant Repair (P. Koppmann)	150.00	1	150.00
<b>TOTAL:</b>				<b>\$1,372.30</b>

**Procurement For Approval:**

Vendor	Description	Price	Qty.	Total
MES	Forcible Entry Tools (Training Prop)			943.90
<b>TOTAL:</b>				<b>\$943.90</b>

**2023 DEC Wildland Fire Equipment Grant:**

- Purchasing in process. Waiting on Home Depot. Tax Exempt for Fire Dept.
- Fire District approved reimbursement to Fire Dept. for equipment purchases.

-Motion to approve the purchase of the needed tools and services with Hood made by Commissioner Duvall. Seconded by Commissioner Cavagnaro.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Geoff Breeze	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

- The motion passes.

**Treasurer's Report:** The full report was not given to Chairperson Legters in time. With the tax deadline there was some delay.

-Chairperson Legters did share additional bills which included:

-Integris for \$62.35.

-Microsoft for \$283.80.

-Pinsky for \$760.00.

-Bunker pants for \$150.00.

-Empire Access was noted to be double the cost and will be worked out.

-Finger Lakes for \$40.00.

-Hood Snow Plowing for \$750.00

-Frontier for \$485.00.

-Occustar for \$1,269.00.

-National Fuel for \$273.29.

-Brief discussion on wall repair and the invoice. Noted it was less due to them not being able to move the drainage as previously hoped.

-Chairperson Legters brought pictures from today and there were many mistakes and concerns on the work done to the retaining wall on site. Blocks are not overlapping as they should, and appear to be uneven and bowing in some spots.

-George Heissenberger asked the board if there was a commissioner present. No one on the board or grounds representative responded.

-Joann Long asked who was in charge. The only response was from Chairperson Legters who said he was working on taxes for his job. No one else responded.

-Commissioner Duvall said he had the invoice. He did share he was in Virginia when the project was being done and did not have anyone else on site in his absence. For the redo he did ask Commissioner Kachmaryk what his schedule looked like coming up.

-Chairperson Legters will hold off on the payment until solved.

**Summary for General Fund:** Estimated cost for the bills is \$6,840.39.

Motion made by Commissioner Kachmaryk to pay the bills. Seconded by Commissioner Duvall.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Geoff Breeze	X			
Commissioner Jeff Kachmaryk	X			

Commissioner Ryan Duvall	X			
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The motion passes.

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

Motion made by Chairperson Legters to move \$7,500 from NY class to CNB to pay the bills. Seconded by Commissioner

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Geoff Breeze	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

**Correspondence:** Granger

- Village Newsletter
- Safety Recall on the Chiefs Truck
- Uline Catalog
- Mike Long's resignation letter was added to the filing.
- Bank of Green County
- Chairperson Legters wanted to also note the payment for truck 711 was going to be made Monday and was already preapproved. The total was \$43,416,98.
- Noted the FOIL request that was emailed in was taken care of by Chief Koppmann.

**Buildings:** -Ben Murnan helped get list of items to be fixed

- There was a toilet repair, the boiler needs maintenance as the indicator light is on.
- Water and ice build up on sidewalk on the grounds was looked at with Mike Long and someone else. Noted gutters need to be maintained better.

- Gutters did not seem to be cleaned at the end of the season. Water is flowing over the gutter and not fully down the spout.
- Shared how the gutters are even connected seems off on the west wall.
- Discussion on the heating wire and if enough was in the gutter to help with freezing issues.
- Noted the porch would work but at a much higher cost overall.
- Cleaning of gutters needs to be maintained.
- The Chief said the side of the building was water coming in. There is a leak in the link from the pipe. Thought this was something Graves had fixed previously.
- Door C is also cattywampus as the left side is hitting before the right side when closing. The chain on the one side might be the issue.
- Martin doors to be called.
- Chairperson Legters shared the backflow preventor valve is leaking and has a bucket under it.
- Bruce the procurement officer thinks it was Solution One and will look into getting it repaired again.
- Commissioner Breeze will also help with building needs moving forward.
- Commissioner Kachmaryk will still work on the siding project.

From the Chief:

- Truck bay garage door 'C' not closing at bottom (1"-4" gap)
- Roof drainpipe leak in link
- Multiple leaks in mezzanine

**Extinguishers:**

- Missing extinguisher in link by elevator machinery room
- Need extinguishers for Chief's (10 lb. ABC)
- Two extinguishers not found on 752 were exchanged.

**Grounds:**

- There were two mowing contracts sent in. One was Jim Tubbs for the total season price of \$6,100. The other was Norwood Lawncare LLC for \$3,250. The Norwood LLC was



suggested to move forward with based off of the conversations he had with Commissioner Duvall, and it was noted he was out of Lima.

-It included mowing, mulching, and weeding. Met all of the guidelines Commissioner Duvall requested.

-Motion to use Norwood Lawncare LLC for the season made by Commissioner Duvall. Seconded by Commissioner Breeze.

-Brief discussion on them having insurance and Chairperson Legters gave a 1099 Form to be filled out.

Votes	AYE	NAY	ABSTAINED	ABSENT
Commissioner John Cavagnaro	X			
Commissioner Zach Legters	X			
Commissioner Geoff Breeze	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

-Commissioner Duvall shared the resealing of the parking lot would be a two-day project with the lines and driveway.

-Noted to do the work after the chicken BBQ, so any time after May 18<sup>th</sup>. Noted to do the front apron first then the back.

-Secretary Barbaro asked Commissioner Duvall to communicate way ahead of time due to Memorial Weekend coming up and there will also be a parade and trucks in and out of the bay. Also the EMS team will need to know and be communicated with.

**Apparatus:**

**711:** Nothing at this time.

**712:** To Firematic 4/9/24 for annual maintenance. Returned 4/12/24

**741** – To Firematic 4/12/24 for annual maintenance. Estimated Return 4/18/24

**752** – To Firematic 4/8/24 for annual maintenance. Returned 4/5/24. Foam system not working. Will go to Firematic once annual maintenance on all apparatus is completed.

**751** – To Firematic 4/5/24 for annual maintenance. Returned 4/9/24. Low engine oil level discovered upon return. Corrected on-site by Firematic 4/16/24.

**70 Chief** – Repair of rear warning lights (EV Warning) 3/27/24. No charge. Due for NYS inspection.

-Also noted from the Chief was the brush truck being very low on oil. This was found during the monthly truck checks done in house. Firematic was contacted and corrected concern. Noted the service manager himself came out on site to correct it.

-George Heissenberger mentioned in the past that truck seemed to have issues with oil a few years back.

-Kudos to Ben Murnan for his work on the list of concerns with the truck.

-Thank you to the following for shuttling the trucks for maintenance to Ben Murnan, George Heissenberger and Larry Turner.

**Insurance:** Commissioner Kachmaryk was given a policy from Joel Steele.

-Joel is still trying to reach out and get more information on the exterior guidelines for cancer coverage.

-Still being all worked on but noted Joel shared any physical should work even if from the personal doctor but he will confirm.

-The Chief is waiting to move forward with the guidelines and just needs to know baseline from insurance.

-Better job done with personal documentation and overall keeping of the files can easily be done. The board just needs to know what is needed.

-Jim Barden situation of the back and forth with the payment and potential dates should be all set now. Commissioner Kachmaryk should have all of the information.

**IT Report:** Printer used to confirm its working after the updates.

-Commissioner Breeze to work with Integris for their weekly meetings, which he had been helping with before he was appointed.

Commissioner Duvall and two of the assistant Chief's still need to work on the two-factor authentication.

-Suggestion for President Murnan to password protect the departments computers.

-Chairperson Legters said the FOB system needs the new IP address due to changes.

-WIFI upstairs is now fixed.

-George Heissenberger asked if there was a battery back up option.

-Noted to pay closer attention to when the generator tests are done and see what happens.

**Unfinished Business:** Nothing additional at this time from the board.

-Chief wanted to remind the board of the following:

**OSHA 1910.156 Emergency Responder Rule**

- Comment period extended until June 21, 2024
- We are doing most of the proposed changes to some extent
- Legal advice/guidance will be needed when rule takes effect. Significant expense!
- Access to NFPA Standards will be needed. Estimate: \$1,800.00 annually.

**New Business:** From the Chief: Fire Dept. Purchase of extinguisher training prop and Forcible Entry Prop.

See forcible entry tools purchasing request.

-Petition for OSHAS which came from Association of Fire Districts.

-Chairperson Legters suggested each commissioner sign this petition. Chief gave a great overview the previous month of what could be coming in the future for every district and this would give us a seat at the table they hope to communicate how it would affect our district.

-Noted they moved the comment date to June 21<sup>st</sup>.

-Chief shared there are large costs to even get and read the overall information. It was \$1,800.

-Joann Long asked who would be helping with any community room rentals now that Commissioner Long has resigned. It was determined Commissioner Cavagnaro would help.

-Commissioner Breeze would help with the websites and does have all of the new passwords in order to do so.

**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 Geoff Breeze	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall	X			

The motion passes.

Meeting end time was 8:06 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.

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Secretary

EAST BLOOMFIELD FIRE DISTRICT MEETING DATE:

Action Items:

PROJECT/PROBLEM	GOAL & DUE DATE	LEAD

Floor Polishing	Still being looked into	Commissioner Duvall
Damaged siding, back of building, by mower too close	Being taken care of	Commissioner Kachmaryk
		Commissioner Kachmaryk