

EAST BLOOMFIELD FIRE DISTRICT

Meeting Minutes

Date: July 17th 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 6:32 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: Steve Murnan __X__ Scott Murnan X__ Ben Murnan __X__

Public Comment: No public comment at this time.

Fire Department: Nothing to add in at this time.

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: Chief gave Secretary Barbaro a return of duty letter for member Gina Brown.

-Physicals:

- Gina Brown – Return to duty
- Judd Rockcastle – 2024 Annual Physical
- Alex Brown – Physical and FIT Test. Returning to active status as Firefighter
- Bill Lang, Brian Rayburn (2023)

-Executive session called at 6:35 pm.

-Executive session ended at 6:42 pm.

Chief's Report: Chief handed Chairperson Legters a check from a mutual aide call from about this time last year. The total was \$464.62. This was from Canandaigua due to flood relief in 2023.

June 2024 Incident Report	Total
Barn Fire	1
Mutual Aid Fill-in (Cheshire)	1
Odor of Gas	1
EMS Assist	2
CO Alarm	1
Auto Alarm	1
Trees/Wires Down	4
Odor Investigation	1
MVA	5
Landing Zone	1
Outdoor Fire	1
TOTAL	19

- 2024 Year-To-Date: **94**
- For comparison: 2023 Total calls to date: **84**

Events – Operations - Correspondence:

- 7/15/24 – Fire Prevention for Summer Rec. program. 09:00 @ Veterans Park
- 7/27/24 - Bloomfield Historical Society Car Parade. Traffic control for car parade
- 8/8/24 – Bloomfield Library Fire Prevention. 18:00

Training:

July	
1	Dry Hydrant Flushing/Tanker Fill Site Ops.
8	Mass Decontamination
15	Truck Check
22	Forcible Entry
29	FF Mayday/Rescue (EBHFD @ Bristol FD)

Equipment/Gear Repairs:

- TNT Rescue Cutter (hydraulic oil leak) – Out to factory for repair 7/9/24. Lifetime Warranty

Testing/Maintenance:

- SCBA annual maintenance & flow testing scheduled for 8/6/24 - Firematic
- TNT Rescue Tool annual service completed 7/9/2024

Procurement: Bruce provided a chart with a few different items to discuss. One of the items that needed approval was a Draeger 4 gas meter. The thought behind this is to have it for 752 which is an apparatus many can drive, and it does not currently have. The Chief had to come and grab it off of a different truck for a call one night as the driver for 752 was on scene and truck did not have its own. The estimate was \$1,225.00.

Procurement from Chief:

Vendor	Description	Price	Qty.	Total
Young Explosive	30 min. Road flares	86.94	2	173.88

Harbor Freight	Storage case, socket set, ratchet handle	79.97	1	79.97
		TOTAL:		\$253.85

Procurement For Approval:

Vendor	Description	Price	Qty.	Total
First out Rescue	Drager 4-Gas Meter (752)	1,175.00	1	1,175.00
MES	Aluminum Forcible Entry Wedge	19.50	6	117.00
		TOTAL:		1,175.00

-Motion made by Commissioner Breeze to move forward with the purchase. Seconded by Commissioner Kachmaryk.

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.

-Also shared with the board was some tools for a forcible entry training prop the department purchased. This was under the budget threshold and will be purchased.

-Another item on the chart was for floor stripping. \$1,350.00 was the most cost-effective estimate.

- There was a big discussion on the roof and gutter project. The chart showed three estimates. This included Graves for \$1,470. MIG which came in at \$3,468. And finally, VIP Gutters for the estimate of \$1,994.

-Procurement officer Bruce will look at the prevailing wage regulations. He noted VIP was local and out of Canandaigua. He also shared with any of these he wanted more information on if it would truly solve the problem. The board asked for more information from MIG in regard to potential ice buildup with their gutter guard.

-Hard to compare apples to apples with these estimates at this time. Bruce did remind the board these were estimates and not a spec sheet so it would be harder. At the end of the day he said how a commissioner would need to be on site for this project and asked many questions to ensure it is being done to what the building needs.

-Commissioner Kachmaryk asked to table this for next month to do a little more research and have the board check out the MIG websites to see what the gutter guards even look like.

-Commissioner Breeze also suggested to table this as he wants to see the gutter guards and plans for solutions for ice buildup.

-Chairperson Legters circled back to the floor polishing estimate Bruce provided.

-Motion made by Commissioner Kachmaryk to move forward with the floor polishing. 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.

-Secretary Barbaro noted to the board the community room is not booked until about mid-August date wise. So there is some flexibility when potential dates are chosen.

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Treasurer's Report: At the time of the meeting Chairperson Legters had not received the usual report and checks. He emailed Dawn and will get it sorted in the next day.

Summary for General Fund: Chairperson Legters was able to list off the usual bills and what he had submitted to Dawn for the board. The total at the time of submitting the bills was \$3,323.10.

Additional bills came in:

- Integris for \$10.80.
- First Out for \$1,070.00.
- National Fuel for \$43.52.
- Frontier for \$236.41.
- West Fire for \$294.00.
- Lawn care for \$3,250.00

This brings the new total for the bills to \$8,227.83.

Motion made by Commissioner Breeze to pay the bills minus the Integris bill at this time.

Seconded by Commissioner Kachmaryk.

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.

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

-Chairperson Legters suggested transferring over at least \$9,000.00 to pay the bills. Motion made by Chairperson Kachmaryk to move \$9000.00 from NY class to CNB to pay the bills. Seconded by Commissioner Breeze.

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.

President of the Fire Department Steve Murnan did ask about the bill he gave to Chairperson Legters for \$1,500 from Firematic.

-Chairperson Legters let the board know there was no need to adjust motion or amount into the checking account as the new total of \$9,727.83 would still be covered with that was in there and would be going in.

-Chairperson Legters let the board know the August payment for the building is all set and was approved before but if they see notes for \$120,000.00 being sent over that is why.

-Since earlier it was mentioned, the board is holding the Integris bill at this time, Commissioner Breeze went over the situation of his most recent meetings and conversations with the company.

-It was confirmed with Integris that previous Commissioner Mike Long did in fact sign a 36 month contract with the company and the district was locked into the agreement and the fees associated.

-Commissioner Breeze asked for clear invoices on what's being billed and needed to be taken care of with dates.

-Noted the monthly costs of services with them can and have been ranging between \$900-\$1500 a month on top of what was thought to all be included.

-Chairperson Breeze said the costs were higher than anticipated and was met with the employees from Integris with a response of "you signed a contract."

-The \$8,750 agreed upon project costs in previous months would close out the project he said and he thought moving forward with this part of the payment and then getting a better invoice for additional costs would be needed.

-Integris also confirmed they owned the licenses to Microsoft. This was something the board asked previous Commissioner Mike Long to ensure the district had ownership of before ever moving forward with them. Both Commissioner Kachmaryk and Chairperson Legters made that clear to Mike Long in several meetings and it was confirmed in the meeting minutes that the licensing was to be confirmed that the district had ownership of before entering into anything.

-When Commissioner Breeze reached out to Mike Long for a phone conversation, he was short and said that it was approved back in November and that was it.

-Commissioner Breeze also wanted to ensure none of the invoices have sales tax as the district is exempt.

-When Commissioner Cavagnaro looked over the contract he could see the one signature was not even real. It was a stamped-on signature in Microsoft Office programming. He also thought there was a policy in place for a big contract like this to have more than one commissioner to sign.

- Commissioner Breeze also will follow up and confirm domain ownership as well.
- Chairperson Legters did bring out the policies and did not see anything at the time regarding signatures for contracts. Mentioned a few times in discussion Pinsky may need to be involved.
- Motion to pay the \$8,50.00 price that was agreed upon in the past to close out the one part of the project made by Commissioner Breeze. Seconded by Commissioner Kachmaryk.

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 Breeze also shared with the board the Net360 bill he had they are removing as it was not needed.
- Commissioner Breeze said maybe Pinsky can help look at the contract and lower the time length commitment, but before he does that he would like to try again with Integris and see if it can be changed to 12 months.
- Commissioner Cavagnaro will also be reaching out to Firematic as one invoice seemed to be doubled the costs.

Correspondence: District Newsletter for Fire Associations

- Recall for the tailgate
- Mortgage payment paperwork
- Ryan Heating information for their last visit-Chairperson Legters noted there was no charge

- Village Newsletter
- Health and Wellness magazine
- Water pipe letter from the village to set up a time or take pictures for a project. (given to Commissioner Breeze)
- Public Accountant letter of interest
- Red Cross information for next upcoming blood drive.

Buildings: Though Commissioner Duvall was not present he provided Chairperson Legters with an estimate for sealcoating and lining the parking lot. The estimate he had was \$4,000. The company is Jarosinski Brothers Sealing and Coating.

-Commissioner Breeze provided an additional estimate for \$6,250 from Patriot Seal Coating and Property Management.

-Additionally, there was the lawnmowing invoice as mentioned earlier in the meeting given to Chairperson Legters.

-Chief shared door A (Diamond T), B (2nd Ambulance), and G (741). Door remotes and/or receivers not functioning. New batteries were put in and there is still a loss of communication between the receivers.

-Martin Doors is who the district has used in the past and Commissioner Breeze will reach out to them.

-Ben Murnan shared that the decontamination room off of the truck bay has a spot of mold on the ceiling that seems to be a growing concern. Bruce will look at this after the meeting and see what can be done. May reach out to Servpro as they do water damage and repair.

-When circling back to the sealcoating it was brought up by Chief Koppmann again strong communication is needed as at any point in time a truck could need to be used and there needs to be a plan for responders to get in and out to help the community.

-Commissioner Duvall to be asked for more details on the potential project and how the two companies may want to split up the dates in which they come out.

Grounds: Nothing additional at this time.

Apparatus:

711:

- Front tires hub plugs replaced & gear oil topped off 7/2/24
- To Firematic 7/9/2024 for rear compartment shelf conversion. Returned 7/10/24.

712: Nothing additional at this time.

741: Nothing additional at this time.

752: Foam system repair parts on order. To Gorman (Elma NY) Date TBD.

751: Nothing additional at this time.

70 Chief: Upcoming oil change, possible new brake pads.

Insurance: Nothing to report at this time.

IT Report: Nothing to report at this time other than what has been discussed previously in the meeting.

Unfinished Business: Noted the budget workshop is Wednesday July 17th at 6 pm. They will plan the one for August after they see where they land after this planning meeting. -OSHA signatures were captured finally and will be submitted. The meeting for that was pushed back as well to give more time for departments to submit their responses.

- **New Business:** Chief noted he is working a number comparison for the board for costs for physicals if the OSHA regulations go into effect. Health Works now sending copies of physicals & fit testing to Chief and Fire District Secretary
 - Files are password protected. Can be saved by downloading. Password protection remains after downloading.
 - Fire district needs to review drug testing (Marijuana).

The Chief also brought up the idea of a conversion of the back end of truck 751. The current set up is not user-friendly.

-The idea is to change the back end to more of a flatbed option. Two quotes were provided for the board to compare. Those consisted of Martins Outdoor Power for the total of \$9,907.46. The other was Davis Trailer World for the total of \$11,610.00.

-This would take the brush truck out of the 20-year replacement cycle with the thought of using this until it no longer runs. Saving the district money on a replacement and do more of a refurbish/repurpose.

Noted that the front metal piece needs to be redone at some point maybe end of year as its peeling and rusting. Commissioner Cavagnaro said he may know of some places that could redo this potentially.

-It was asked how long this would take the truck out of service and it was determined it would be for about a week to change over the back end of the truck.

-Also determined the weight change would still work and accommodate everything.

-Commissioner Cavagnaro asked about payment details and the Chief will confirm.

-Commissioner Breeze has offered the use of his trailer to pick up the old body, and bring back to firehouse once removed in order to sell.

-The Chief noted this was going to be brought to the board earlier in the year but not everything was available at the time.

-Chairperson Legters did mention this was talked about in the past with budgeting and it was on the horizon for a potential replacement.

-Commissioner Kachmaryk wanted to ensure the trailer hitch was still accessible. Chief Koppmann will confirm this.

-Motion to move forward with the changing out of the truck bed with Martins made by Commissioner Breeze. 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.

Adjournment: Motion made by Commissioner Kachmaryk. to adjourn. Seconded by Commissioner Breeze.

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 8:20 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:

Action Items:

PROJECT/PROBLEM	GOAL & DUE DATE	LEAD

Damaged siding, back of building, by mower too close	Being taken care of	Commissioner Kachmaryk
Loose Bricks around building	Being taken care of	Commissioner Kachmaryk