

Commissioners Meeting  
January 9, 2023

**Attendees:**

**Secretary:** Shawn Smith

**Commissioners:** John Pavelock, Karen Edwards, Trisha Finen, Peggy Darling, Kelly Engel

**Representatives from Fire Department:** Carl Finen, Marie Miller, Carl Miller, Matt Smith, Miranda Nieto

**Absent :**

**Public Attendees:**

**Guest:**

**Meeting:** called to order at 18:28

**Minutes reviewed:** Minutes reviewed from December

Motion to accept December meeting minutes by Karen Edwards, seconded by Trisha Finen all in favor

**Correspondence:**

- Fire District Affairs presented

**Old Business:**

- Department Elections:
  - Chief: Carl Finen
  - 1<sup>st</sup> Assistant: Corey Finen
  - 2<sup>nd</sup> Assistant: Matt Smith
  - 3<sup>rd</sup> Assistant: Carl Miller
  - Captain: Tom Foster
  - Lieutenant: Monica Eckhard
    - Chief Finen appoints Monica Eckhard for 2023
  - President: Marie Miller
  - Vice President: Erin Gallagher
  - Secretary/Treasurer Sharon Houghton
- The voting for 2023 line officers took place at the Dept meeting on Monday Dec 5<sup>th</sup> 2023 starting at 7pm. Corey Michik and Collin Richmond are in attendance for this Commissioner's meeting to discuss questions and concerns about the elections that took place.
  - Commissioner John Pavelock started the conversation by stating he had received multiple calls about the elections. Being he was not present for the elections and had his own information and questions, the below were discussed
    - First issue, Corey Michik advised he was not listed as an option for Lieutenant. Commissioner Pavelock asked Corey if he had said anything

when the nominees were stated for the position. In short, the answer was no.

- Further discussion was had regarding Collin's name being stated as a nominee for Lieutenant. As Secretary for the district, I had presented letters on behalf of the Board of Commissioners as mentioned in old business under the section for 2023 nominations; however, I inadvertently left the position of Lieutenant off Collin's letter and only advised his nomination for Captain was not approved. Per the dept by-laws, Captain and Lieutenant have the same requirement. I was advised by the Chief after the elections were over and meeting was adjourned, that I had incorrectly stated Collin's name as a nominee. I immediately contacted Collin to advise him of my mistake
  - Collin questioned the board of Commissioners about his nomination not being approved for Captain due to qualifications and experience. He argued that if he was not able to be nominated for Captain, how could another member who lacks qualifications, be approved to run for 3<sup>rd</sup> assistant. It was advised to Collin that the Board of Commissioners approved that member's nomination as he has added experience currently holding the position of Captain and Lieutenant the year prior.
  - John Pavelock made a motion to accept the line officers for 2023, seconded by Peggy Darling, all in Favor
- Secretary/Treasurer made a request to hold Commissioner's meetings for 2023 on the 3<sup>rd</sup> Monday of every month. Commissioners did agree.
    - Being the 3<sup>rd</sup> Monday in January falls on a federal holiday, January's meeting will be held on the 9<sup>th</sup> at 630
    - Public notice ad will be sent to the Queen Central for January. Additional public notices will be sent advising all Commissioner's meetings will be held the 3<sup>rd</sup> Monday of each month unless otherwise stated in a separate public notice. Per the Town Law posted below, the Secretary/Treasurer will also place notice at the McConnellsville Post Office no less than 72 hours prior to a public Board of Commissioners meeting
      - Public notice of the time and place of a meeting scheduled at least one week prior thereto shall be given or electronically transmitted to the news media and shall be conspicuously posted in one or more designated public locations at least seventy-two hours before such meeting.

### **New Business:**

- Chairman of the Board
  - Peggy Darling makes a motion to appoint Kelly Engel as Chairman of the Board for 2023, seconded by Karen Edwards. Opposed -Trisha and John Pavelock
    - ~~Kelly Engel voted for herself.~~
  - Trisha Finen makes a motion to appoint John Pavelock as Chairman of the Board for 2023. No seconded
    - ~~John Pavelock voted for himself.~~
  - The vote was held for Kelly Engle to be appointed as Chairman of the Board for 2023. There were 2 ayes and 2 nays

- Being presented with a tie, the Board was unsure if the proposed approved appointee could vote for themselves. It was recommended the Secretary reach out to the district lawyer to question voting for oneself for an appointed position
  - Peggy Darling asked Kelly Engel, if you could vote for yourself, would you? Kelly Engel's response was yes
- Marie Miller presented that the department has been awarded a grant for \$1500 to assist in the purchase of Wildland Firefighting Equipment. This will be used to purchase a Gear Dryer. Marie presented the full quote to the Board of Commissioners, totaling \$4,027.29, She is requesting the District pay the remaining balance of \$2527.29
  - Peggy Darling makes a motion to pay the remaining balance for the Gear dryer, Karen Edwards seconded, all in favor
  - For budget purposes, this be deducted from our Equipment fund
- Marie Miller ran our national grid account number. It was confirmed it was a commercial account so that qualifies the district for rebates. One rebate offered is commercial lights. Marie will be looking into quotes and present to the Board when ready
- Chief Finen has presented applications for 3 possible new members
  - Marty Handler – approved by the dept in the Jan meeting
  - Miranda Nieto – approved by the dept in the Jan meeting
  - Kelly Engel – presented to the Commissioners
  - Peggy Darling makes a motion to approve Marty Handler, Trisha Finen seconded, all in favor
  - Kelly Engel makes a motion to approve Miranda Nieto, Peggy Darling seconded, all in favor
  - Trisha Finen makes a motion to approve Kelly Engel pending Background and LENS check and approval by the department, seconded by Trisha Finen, all in favor
- Chief Finen presented a quote for new pagers at a cost of \$390
  - Pagers to be retrieved by the Chief
    - Bob Williams
      - Either Monica Eckhard or Corey Finen as they are in the same household
  - Purchase request is for 3 pagers. New Members, Marty, Miranda, and Kelly are all in need for a pager,
  - Peggy Darling makes a motion to purchase 3 pagers, Trish Finen seconded, all in favor
- Scene lights were purchased by the Dept through the Phelps Foundation along with a portable saw
- John Pavelock advised the Board of Commissioners that he received a call from the Town Supervisor as there was confusion to the worker's comp claim that was presented to the Town Secretary, as he does not believe Worker's Comp claims for Employees of the local Volunteer Fire Districts are handled by the Town
  - McNeil advised Peggy Darling the claim was to go to the Town

Financial Bank Statement: Statement for December 2022 were presented for the board's review

Monthly Invoices: Invoices for January were reviewed and authorized for payment by commissioners that were present at this meeting.

Adjournment: Motion to adjourn at 19:15 by John Pavelock seconded by Peggy Darling. All in favor

Minutes Submitted  
Shawn B. Smith  
Secretary/Treasurer