

McConnellsville Fire District

Commissioners Meeting

August 12, 2024

Attendees: Secretary: Peggy Darling

Treasurer: Katrina Reed

Commissioners: Peggy Darling, Karen Edwards, John Pavelock, Trisha Finen,

Martin Handler

Representatives from Fire Department: Chief Finen

Absent:

Public Attendees:

Guest:

Meeting: called to order at 18:30.

Secretary reports that this was a legal meeting as the change of the date from the original August 2024 was published in the July 22, 2024 newspaper. Secretary offered the newspaper with the publication to be viewed by all Commissioners and all declined to view. Commissioners were also notified via email and text and all acknowledge that they received both the text and email.

A motion was made by Commissioner Pavelock to have Commissioner Handler chair the mtg. Commissioner Finen seconded the motion. Commissioners polled. Commissioner

Pavelock-Aye, Commissioner Finen-Aye, Commissioner Edwards –Aye, Commissioner Darling-Aye, Commissioner Handler –Aye. All in favor motion carried.

Commissioners all acknowledge that they received the draft minutes of the June 17, 2024 mtg. Minutes for June 17, 2024 read and revised. Commissioner Finen made a motion to accept the revised minutes - 2nd by Commissioner Edwards. Commissioners polled. Commissioner Finen-Aye, Commissioner Edwards –Aye, Commissioner Darling –Aye, Commissioner Handler-Aye, Commissioner Pavelock-Nay. Motion Carried.

Commissioners all acknowledge that they received the draft for the July 11th minutes. Minutes for July 11, 2024 mtg read and revised. Motion made by Commissioner Edwards to approve the revised minutes-2nd by Commissioner Finen. Commissioners polled. Commissioner Edwards-Aye, Commissioner Finen-Aye, Commissioner Darling –Aye, Commissioner Handler-Aye, Commissioner Pavelock Aye. Motion carried.

Commissioners all acknowledged that they received the draft minutes of the August 1st mtg. Minutes for August 1, 2024 mtg read and revised. Motion made by Commissioner Finen to accept the minutes as revised-2nd by Commissioner Edwards. Commissioners polled. Commissioner Finen-Aye, Commissioner Edwards-Aye, Commissioner Pavelock-Aye, Commissioner Darling-Aye, Commissioner Handler-Aye. All in favor motion carried.

Correspondence:

Association of Fire Districts of the State of New York- 6/24-7/24 and 8/24 -9/24.

Old Business:

- A. Commissioner Pavelock made a motion to conduct our own fit testing rather than have specific department administer them. An agreement between neighboring departments would need to be made as to where to store the machine if purchased. Second by Commissioner Darling. All in favor.

- i. There is no update. Chief will report again next meeting on this matter.**

- B. A bid request will be submitted to the Queen Central to have the exterior of the Department painted

- i. This will be tabled until a treasurer is hired.**

- C. Commissioner Pavelock had previously requested a copy of the findings of the complaint against the district. No one has a physical finding-Comm. Pavelock was

provided with the case number by the Chief and Comm. Pavelock will contact DHR to obtain the requested information.

i. Commissioner Pavelock states that he has left several messages with McNeil Insurance and has had none of them returned.

ii Secretary will reach out to the lawyer to see if he has a copy.

D. The Town of Vienna Codes Department completed their inspection. The Building passed. The Codes Officer would like a down spout to be installed onto the hot water tank. Motion to buy materials for this at Bucks and Bolts made by Commissioner Finen, 2nd by Commissioner Edwards. All in favor. Chief Finen will obtain this and install it.

i. Chief reports he will be installing this by Septembers' Meeting.

E. Chief Finen presented quotes for new turn out gear to the Board. He will reach out to each distributor and see if a demo set can be obtained before deciding on the manufacturer. The decision will be tabled until next month.

i. Chief will continue to reach out to distributors and report in Septemeber on this matter.

F. Kenny Duda has rescinded his leave of absence with the Department. He will need a physical. Motion made by Commissioner Darling-2nd by Commissioner Edwards. All in favor. The Chief will inform Kenny of this.

i. Chief reports that Mr. Duda has been informed

G. The file cabinet in the office that holds the bank statements needs to have a lock installed. One will be purchased off Amazon. Chief Finen will install this. Motion made by Commissioner Darling, 2nd by Commissioner Edwards. All in favor.

i. Lock has been installed

H. Motion was made by Commissioner Darling to extend the OSHA online training until June 30, 2024 due to the death of firefighter Michik. 2nd by Commissioner Finen. All in favor.

i. A list of those who have not complied will be giving to the review board

- I. Insurance policy for 2024-2025 has been signed with the changes that were requested changes include the Cyber Liability clause, spouse liability clause, and the money transfer clause to be removed.
- J. Commissioner Darling requested that Commissioner Pavelock resend the drafted format to record policies to all Commissioners.
 - i. Commissioner Pavelock states that this was emailed to all Commissioners. All of the Commissioners acknowledged that they did not receive the e-mail. Commissioner Pavelock will resend before Septembers' meeting.**
- K. Secretary Darling asked Commissioner Pavelock to provide a copy of his oath card at next meeting as the Town of Vienna cannot find their record of his oath.
 - i. Commissioner Pavelock reports that this can now be obtained at the Town of Vienna's office as he just recently provided the Town with a copy of it.**
- L. Commissioner Pavelock will draft a policy for the next meeting in regard to which means will be utilized to adequately communicate with the Commissioners of the Board in between meetings.
 - i. Commissioner Pavelock reported, at first, that this was done but would not send out via email until he received a copy of the DHR complaint. After some discussion Commissioner Pavelock will send this out to all Commissioners before Septembers' mtg.**
- M. Engine I is out of service for maintenance and warranty work until further notice.
 - i. Engine I is back in service.**

NEW BUSINESS:

- A. Treasurer gave report, bills and bank statements were signed for. Treasurer is utilizing a financial report software to complete monthly banking statements and payments. The software is called Checksoft. Treasurer reported how this works.
- B. Discussion that the budget is due soon and if the District will ask for more than the 2% tax cap. A 4% increase will be requested. Budgets reflecting the 2% and another reflecting the 4% will be disbursed at the Septembers' scheduled meeting.

- C. On October 15th a public hearing and vote of the 2025-2026 budget will be held.
- D. Treasurer Reed reports that she filed her Oath with the Town of Vienna.
- E. Commissioners Darling's name has been removed from all bank accounts and Treasurer Reed has been added. Commissioner Edwards has been added for a second signature. -At this time Treasurer Reed left the meeting
- F. Commissioner Handler stated his email on record as martindhandler@gmail.com
- G. Commissioner Handler reports that he has filed his Oath with the Town of Vienna.
- H. Commissioner Pavelock was presented with a copy of former Commissioner Engels' resignation.
- I. Secretary Darling will look into whether the District is supposed to be paying land/county tax as the District is a 501-C3.
- J. Discussion of physicals coming due in November 2024. Secretary Darling will reach out to Access and obtain some dates. An EKG will be completed on all interior, exterior, personnel over the age of 70 years, and anyone who Access recommends.
- K. Motion was made by Commissioner Darling to appoint Commissioner Edwards as executive of the board for the remaining calendar year of 2024. Commissioner Edwards declined.
- L. Motion was made by Commissioner Finen to appoint Commissioner Handler as executive of the board for the remaining calendar year. Motion was seconded by Commissioner Pavelock. Commissioners polled. Commissioner Finen-Aye, Commissioner Pavelock-Aye, Commissioner Edwards-Aye, Commissioner Darling-Aye, Commissioner Handler -Aye. All in favor motion carried. Commissioner Handler accepted the appointment.
- M. Chief Finen appointed Commissioner Edwards to fill the empty seat of former Commissioner Engels on the review board. Commissioner Edwards accepted the appointment.
- N. An application from David Gilbert was presented to the Board by Chief Finen. Mr. Gilbert is interested in becoming a junior member. A motion was made by Commissioner Pavelock 2nd by Commissioner Edwards to accept Mr. Gilbert as a junior member. Commissioners polled. Commissioner Pavelock-Aye, Commissioner Edwards -Aye, Commissioner Darling -Aye, Commissioner Finen-Aye, Commissioner Handler-Aye. All in favor motion carried.
- O. Motion was made by Commissioner Edwards to buy supplies for secretary and treasurer not to exceed \$25. Commissioner Pavelock 2nd the motion. Commissioners polled. Commissioner Edwards-Aye, Commissioner Pavelock-Aye, Commissioner Darling -Aye, Commissioner Finen-Aye, Commissioner Handler-Aye. All in favor motion carried.

- P. Motion was made to advertise for the 2024-2025 snow plow/lawn care bids.
Secretary will run bid in paper for two weeks for sealed bids to be received by 9/13/2024 and opened at Septembers' scheduled meeting.

Adjournment: Motion by Commissioner Pavelock to adjourn at 20:03 .

Minutes Submitted

Peggy Daring

Secretary

August 23, 2024