

**LAGRANGE FIRE DISTRICT
SPECIAL/WORKSHOP MEETING
MINUTES
AUGUST 25, 2009
7:30 PM FH 2**

The 908th meeting of the Lagrange Board of Fire Commissioners of the Lagrange Fire District was held on August 25, 2009 at Firehouse #2 at 7:30 PM. Present were Commissioners Smith, Ziedan, Canero, Lantzky, Hines; Chief Brian Odendahl; Deputy Chief Barry Ward; EMS Administrator Michael Benenati; Assistant Chief Dan Trier; Assistant Chief Greg Heneka; Secretary Holzberger and firefighters.

Hines called the meeting to order and led the salute to the flag. Hines welcomed everyone and stated that this is a meeting of the Board of Fire Commissioners in public not a public meeting. An opportunity for public comment will be offered at least once during the meeting and if time permits, a second opportunity will be offered.

Public Comment-Hines asked if there was any public comment. There was none.

Minutes-Hines asked for a motion to approve the minutes of August 11, 2009. Lantzky moved to approve the minutes of the August 11, 2009 meeting as submitted by the Secretary, seconded by Canero and carried unan.

Correspondence-Secretary Holzberger reported the following was received:

\$46.33 refund of expenses for cablevision from the Local 3813. Lantzky moved to allocate to the 2009 Telephone Budget, seconded by Ziedan and carried unan.

\$151.06 NYS Fuel Tax Refund. Ziedan moved to allocate to the 2009 Gas Budget, seconded by Smith and carried unan.

Chief's Report-Chief Brian Odendahl reported the following:

New Membership-none

Accident & Injuries-None

VCOS Conference-Chief Brian Odendahl reported that we have three commitments to go; there are two additional slots available as up to 5 was approved at the last meeting if any commissioners would like to attend. Lantzky stated that he would like to attend. Ziedan stated he cannot attend. Canero stated no. Smith stated that he could not and asked what the dates are. Lantzky stated November 5 through the November 8, 2009. Hines stated that he could not commit at this time.

Tent-Chief Brian Odendahl stated that Deo Reed Jr. used his personal property, a tent, at the Knights of Columbus Carnival for the purpose of providing information regarding the Fire Department. This tent was damaged in the wind. Chief Brian Odendahl requested approval to replace it at a cost of \$150. Lantzky moved to replace the tent at a cost of up to \$150, seconded by Ziedan and carried unan. Chief Brian Odendahl requested the purchase of a tent for District use and recommends a 10 foot by 10 foot size at a cost of up to \$150. Ziedan moved to authorize the purchase of a tent at a cost of up to \$150 seconded by Lantzky and carried unan.

Access to Legal Counsel-Chief Brian Odendahl stated that at the last meeting it was determined that the Chairman, Deputy Chairman and Deputy Chief would be permitted to contact legal counsel when necessary. Chief Brian Odendahl asked if he could be permitted to speak with legal counsel. Hines recommended that the Chief be permitted to speak to legal counsel when needed and there were no objections from the Board.

EMS Captain-Chief Brian Odendahl stated that he gave Ed Mulford his contact information and just heard from Ed today regarding setting up a meeting. Chief Brian Odendahl stated that he would like to move on this and resolve by the District meeting and be able to vote on this at the Chief Officer elections. Hines asked for the Chief's recommendation. Chief Brian Odendahl stated he recommended that we go ahead with the EMS Captain and he had asked EMS Lt Ann Lucas for a report and that would be forthcoming to the Board. Chief Brian Odendahl stated currently the EMS Lieutenants report to the Company Captains who are not EMT's which makes this disconnected. Chief Brian Odendahl stated that Michael does a great job; we just need a point of contact for the EMS Lieutenants. Smith asked if this Captain will become Car 7. Deputy Chief Barry Ward stated that we have some logistics and requirements to address.

Hines asked if there was a motion to act on the Chief's request. Lantzky moved to approve the Chief's request regarding establishing an EMS Captain, seconded by Smith and carried unan. Chief Brian Odendahl thanked the Board.

Deputy Chief's Report-Deputy Chief Barry Ward reported the following:

Pull-down Stairs-DC Barry Ward stated that last meeting the broken pull down stairs was discussed and he contacted the contractor.

Ambulance Doors-DC Ward reported that we have received an estimate from Accent to replace the doors with split horizontal doors at a cost of \$840.00 for both ambulances. These doors currently open vertically and there have been several head injuries as a result. DC Ward recommends go forward with this. Lantzky moved to authorize the replacement of these doors, seconded by Canero. There was discussion. Lantzky asked if sliding doors would work. DC Ward explained that would not work with the present configuration; we could only slide up or down, not sideways. DC Ward explained that a lot time went into determining what would work. Hines asked for any other questions. There were none. Hines polled the Board and the vote was as follows:

Smith Aye Lantzky Aye Ziedan Aye Canero Aye

The motion was carried unan.

Physical Exams/NFPA- DC Barry Ward stated that we are looking at our physicals and NFPA regulations; our intent is bring a comprehensive report on what is necessary to track, compliance with OSHA etc. Hines asked if we could look into conducting the exams at another location. DC Barry Ward stated that this is a good opportunity to review all this.

Diversity Training-DC Barry Ward stated he and the Chairman still have to follow up with that.

Equipment-DC Barry Ward stated that we need 2 ½" and 5" hose as we have no spare. Cost is \$315 per 50 feet of 2 ½" total \$15752 for 2500 feet of hose and we need 2000 feet of 5 "hose cost is \$12397.

Lantzky moved to authorize the purchase of the hose as described by the Deputy Chief, seconded by Smith. There was discussion. Smith asked if we have the funds. DC Barry Ward stated that we have the funds in the Equipment Budget. Hines asked for any questions or comments. There were none. All were in favor and the motion passed.

Cell Phones-DC Barry Ward stated that we are setting up a meeting to assess our cell phone needs and more information will follow.

Hine asked regarding the EMS Captain position, if there will be any additional vehicles needed. Chief Brian Odendahl responded that no additional vehicles are needed. Smith stated that the EMS Captain has been Car 7.

EMS Administrator's Report-EMS Admin. Michael Benenati reported that the repeater had some updating; a courtesy tone was added. EMS Admin. Michael Benenati reported that the paramedic memo of understanding is in progress with legal counsel.

Flu Shots-EMS Admin. Mike Benenati stated that we are in the process of planning for flu shots; cost is \$21 per shot plus travel and on-site set up. Last year the companies elected to pay for member's spouses/family members; we are in the process of reaching out to the companies to determine if they want to do this again this year. Last year the District paid the bill and the companies reimbursed the District. Hines asked for a motion to approve the request for flu shots. Lantzky moved to approve the EMS Administrator's request to offer flu shots, seconded by Smith and carried unan.

H1N1 (Swine Flu)-EMS Admin. Michael Benenati stated that the estimate is ½ of the US population could come down with this flu; it will peak in October 2009. This immunization is a 2 part series. EMS Admin. Michael Benenati recommends that our staff receive this immunization. Hines asked for a motion. Smith moved to approve the Swine flu shots for staff, seconded by Ziedan and carried unan.

EMS Admin. Michael Benenati explained that we don't know an availability date but we are on the list for the shots. We have also been working on organizing our EMS closet to improve our inventory.

Bills-The following bills were submitted for payment, page **4682**. Hines asked for a motion to pay the bills. Lantzky moved to authorize payment of the bills as submitted, seconded by Ziedan and carried unan.

New Business- Hines stated that the first thing that he would like to address under new business is the Labor Agreement. After lengthy negotiations, a lot of effort and a lot of time, we have a pending agreement between the district and the local 3813. Hines stated that we (Board members) met today to review the contract in detail and unless there are any outstanding questions, would like to entertain a motion to approve this agreement. Ziedan stated that he has a couple of questions that he would like to address in executive session. Hines stated that in light of the fact that we met this afternoon and spent two and one-half hours reviewing this, he would ask that if there are any questions, they wait until the motion has been made and seconded. Hines asked for a motion. Lantzky moved to approve the labor agreement between the LaGrange Fire District and the Local 3813, seconded by Smith. Hines asked if

there are any questions. Ziedan stated yes he had questions, but they were confidential and should be in executive session. Smith stated that he doesn't have a problem going to executive session. Hines stated that we will wait to go to executive session.

2008 Audit Response-Secretary Holzberger read the response to the 2008 Audit. Hines apologized and stated that he should have prefaced this by saying that our annual audit for 2008 was conducted and the auditor presented the findings to us and we in turn, developed a response to those findings. Secretary Holzberger noted that we need to adopt a capitalization policy and a travel policy. Secretary Holzberger stated that she sent this policy to the commissioners. Hines stated that we should table the adoption of these policies until the next meeting and the Secretary should forward these policies to the commissioners for review.

New Business-

Firehouse Inspections-Lantzky stated that he received from Tim Sayles (Town Fire Inspector) the results of the 2009 Inspection of our Firehouses. Lantzky distributed to copies to the commissioners with house responsibilities and a copy will be given to the Deputy Chief.

Smith asked who cuts the lawn at Station1. Lantzky stated that Tom Martell or John Clarke usually does it, and it was cut not too long ago.

Hines stated that Tim Sayles thanked the Board for cooperating and taking care of the items. Lantzky stated that this year's inspection resulted in some minor items that can be easily addressed.

ST.1 and 3 floors-Hines stated that he contacted Clark Patterson and Tim Moot has been to St.1 and 3 and will send a report regarding recommendations so that we may move forward with that repair. The report should be here by the next meeting.

Floor- Hines asked if there was any Public Comment. There was none.

Hines stated that we would be going to executive session and asked for a motion and a five minute break. At 8:05 PM Smith moved to go to executive session to discuss the contract seconded by Lantzky and carried unan. Secretary Holzberger was asked to leave.

At 8:20 PM, Hines called the meeting back to order and asked for a motion to approve the Labor agreement between the LaGrange Fire District and the Local 3813.

Labor Agreement- Lantzky moved to approve the labor agreement, seconded by Smith and when the Board was polled the vote was as follows:

Smith Aye Lantzky Aye Ziedan Abstain Canero Aye

Hines stated that the motion was carried. Ziedan stated that he abstained as he only had a couple of hours to review the contract.

Hines thanked Smith, Rod MacLeod, Paul DeMilto and Jason Lopes for their time, effort and cooperation; this is a tedious process. Hines stated that he especially wanted to thank Paul DeMilto and Jason Lopes for the tone that was set; we achieved a good contract for all –employees, volunteers and taxpayers. Paul DeMilto thanked the Board.

IAFC Membership-Chief Brian Odendahl requested authorization to join the International Association of Fire Chiefs. The upcoming VCOS conference offers a discount to members. Lantzky moved to authorize the Chief to join, seconded by Canero and carried unan.

Hines apologized to the audience that he would have to ask them to leave the room as the Board would be going to executive session to discuss a personnel matter. At 8:25 PM Lantzky moved to go to executive session to discuss a personnel matter seconded by Canero and carried unan.

At 9:55 PM, Hines called the meeting back to order. There being no further business, at 9:55 PM Lantzky moved to adjourn seconded by Canero and carried unan.

Respectfully submitted,
Denise A. Holzberger, Secretary/Treasurer