

Chemung Fire Department Board of Commissioners
Regular Meeting Agenda - February 19, 2024

- 1. Chairman Dawes issued a Call to Order at 7:01pm.**
- 2. Pledge of Allegiance**
- 3. Roll Call:**
 - **BOFC:** R. Dawes - Present, G. Haskell - Present, B. LaRock - Present, T. Larock - Present, J. Robinson - Present, R. Alo - Present
 - **Other Guests:** Kim Middaugh (Attorney) - Not Required, Absent, David Dobrzensky (501) - Present, Michael Allen (502) - Present, Jim Wagner (503) - Required, Absent, Mike Buchanan (504)- Present, Lisa LaRock (Company President) - Present
- 4. Point of Personal Privilege** **Chairman Dawes**
 - a. Robert's Rules of Order & Rules of Decorum for Meetings
- 5. Approval of Previous Minutes**
 - Motion to accept the previous minutes made by T. LaRock, Seconded by B. Larock. No Discussion. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES
- 6. Communications & Public Forum**
- 7. Standard Reports**
 - 7.1 Chief/Line Officer Report**
 - Discussion of JR. Member Program, Suggests company and district work together.
 - 7.2 Company Report**
 - Reported on votes from the last company meeting and junior member program.
 - 7.3 Training Officer Report**
 - Reported that next 4 trainings are planned, 11 members of 25 active have attended. 4 attended last 6 trainings. Will be doing Fire Extinguisher training as well as tool training on the new rescue tools.
 - 7.4 Secretary/Treasurer Report**
 - Secretary/Treasurer Alo provided the report on financials, audit, records, and reconciliation. Commissioners expressed interest in developing better record keeping strategies.
 - 7.5 Acceptance of Standard Reports**
 - Motion to accept standard reports as presented made by G. Haskell, seconded by T. LaRock. No Discussion. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES Motion Carries
 - 7.6 Approval to Pay the February Bills**
 - Motion to pay February Bills made by J. Robinson, seconded by B. LaRock. No Discussion. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES. Motion Carries
- 8. Special Reports**
 - 8.1 IT Project Report**
 - Secretary Alo reported an update on the IT project. Phones deployed, wires run, server and drives operational.

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8.2 Solar Farm Engineers Report

- Tim Gourley from 3 Sisters Solar Farm presented on the new site. Input was provided regarding fire department access throughout the proposed location.
- Engineer Gourley will be returning to speak to the commissioners again in march.

9. Old Business

9.1 Line Officer Review

- Motion to approve line officer reviews was made by Barry LaRock, seconded by Jeff Robinson. There was no discussion. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES. Motion Carries

9.2 Alarm Monitoring

- This agenda item was tabled with no action taken.

9.3 Boat Lights

- Commissioner LaRock reported that he worked with Hillard to get the halo donated for the lights from Hilliard Corporation.

10. New Business

10.1 Credit Card Line Increase

- Treasurer Alo spoke of the need for an increase in the credit card limit from 3k.
- Motion to increase the credit card limit to \$6,000.00 made by Jeff Robinson, seconded by Tony LaRock. No further discussion. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES.

10.2 Travel and Training Approvals (NO ACTION REQUIRED)

- FASNY: August 8-10, 2024, Niagara Falls
- AFDSNY: October 20-23, 2024, Turning Stone Casino
- NYSAFC: June 12-15, 2024, Syracuse OnCenter

10.3 Change Orders for Tech Project

- G. Haskell motioned to approve the change order from Kai Pan Consulting in the amount of \$930, seconded by B. LaRock. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES. Motion Carried

- Additional Patch Panel	\$85.00
- Wireless USB Adapter	\$30.00
- SSD Upgrade to Radio Room	\$125.00
- SSD Upgrade to Chief PC	\$125.00
- SSD for Company Computer	\$125.00
- Windows Ten Professional	\$255.00
- Additional Phone	\$125.00
- Power Supplies for Phones	\$60.00

Total Increase: \$930.00

10.4 Recruitment Events (NO ACTION REQUIRED)

- March 7, 2024 - Twin Tiers Regional Job Fair - Chemung Innovation Center
- April 13, 2024 - RecruitNY State Wide Recruiting Day - Location TBD

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10.5 Junior Program Establishment

- Clarification needed from our attorney regarding ages and program details. Mixed communication is happening.
- NO ACTION TAKEN

10.6 OSHA Guidelines and Changes

- 501 Reported that there are significant, costly changes coming the OSHA. More information is being reviewed for a formal report to BOFC.
- NO ACTION TAKEN

11. Executive Session

11.1 For the discussion of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

- NO EXECUTIVE SESSION WAS ENTERED.

12. Adjournment

- Motion to adjourn made by T. Larock and seconded by J. Robinson. Vote: R. Dawes - YES, B. LaRock - YES, G. Haskell - YES, T. LaRock - YES, J. Robinson - YES. Motion Carried
- Meeting adjourned at 9:35pm

Respectfully Submitted,

Ryan Alo
Secretary/Treasurer