

**TOWN OF CLAYTON FIRE DISTRICT
MEETING MINUTES
April 12, 2022
Depauville Social Hall**

Regular meeting called to order at 7:00 pm

Commissioner's Present: Justin Taylor, Ray Lowe, Scott Johnson, Bob Haver, Jeff Dickey, Jacob Angus, Luci LaPierre (Sec/Treas).

Others Present: Clayton Asst Chief Josh Reome, Depauville Chief Larry Girard, Mike Patchen, Franny Bearup, Ben Barton, Jarod Wagoner

Agenda Amendments-Last Chance, Temp hold on non-emergency purchases, legal & investigation costs, tower repair, security system (budget), replacement overhead doors, junior program

Approval of Minutes Motion made by Commissioner Johnson to approve minutes from March 9, 2022, seconded by Commissioner Angus. Motion carried.

Motion made by Commissioner Dickey to approve minutes from March 30, 2022 Dickey, seconded by Commissioner Haver. Motion carried.

Motion made by Commissioner Haver to approve minutes from April 3, 2022 Haver, seconded by Commissioner Lowe. Motion carried.

Approval of Abstract – Motion made by Commissioner Johnson to approve the resolution to pay abstract with addition, seconded by Commissioner Angus. Carried

Financial Reports - Treasurer

Monthly Financial Update & Reports for March 2022 included in board packets.

One RFPs for financial audit received. Stackel & Navarra, CPA, PC \$4900.00. Motion to accept proposal from Stackel & Navarra, CPA, PC in the amount of \$4900.00 by Commissioner Lowe, seconded by Commissioner Dickey. Motion Carried.

Received \$1500.00 from Depauville FD and NYS (for Clayton FD) for the 50% share of DEC Grant from 2021.

Correspondence-Letter of interest for commissioner vacancy

Chiefs Reports

Clayton Chief

15 calls in March

Solar readings-4/1/2022 (96415)

Training Report incl Sexual Harassment-nothing to report

Purchase Requests: None

Apparatus Update: 14-6-2 going for fuel gauge repair to Gilco

Banquet 5/21 at Edgewood. Invites will be E-vites

Surplus equipment will be disposed of next week

There is a training calendar drafted up for the rest of the year.

Last Chance launching tomorrow

Depauville Chief

18 calls in March

Training Report incl Sexual Harassment-nothing to report

Purchase Requests: None

Apparatus Update: 16-5-1 to Gilco-possible pin

The board would like a monthly training report for future meetings.

Use of Building

Clayton-4/16/22-Gender reveal-Melissa Hutcheon

Depauville Hall-List Submitted. Addition-Zone 3 meeting 4/27

Motion made by Commissioner Angus to accept use of building, seconded by Commissioner Haver. Carried.

Old Business

1. Grants-Justin Taylor-nothing new-DEC grant closed out, nothing from AFG yet
2. Depauville Fire Station-Larry Girard-steps are in
3. Clayton Fire Station-Justin Taylor-Dave Seymour (Wayne Garage Doors) came and inspected doors. Motion made by Commissioner Haver to keep Dave Seymour as the overhead door repair/replace contact, seconded by Commissioner Johnson. Motion carried.
Hyde Stone has been to the station for the heating system. Justin spoke to the vendor regarding continuity of service by having the same employees respond.
New Century installed occupancy sensors main hallway. Dusk to dawn sensor raised to roof line.
Jeff dickey spoke to Pete Davis about the floors. Jeff will get quotes for both Clayton and Depauville.
4. Fire Dept Rep-Justin Taylor-nothing new
5. Radios Update (credit due)-Ben ordered some new batteries
6. Door Access System-Jake Angus-waiting to hear from Northern Computers. Our budget only shows \$1,000. The approved unused 2021 budgeted amount of \$20,000 was not carried over into the 2022 budget but does remain in fund balance.
7. Steps/Handrail on Side Door @ Depauville-Scott Johnson-see #2. Discussion on need for topsoil/seed & drainage for Depauville station.
8. 14-1-2 Replacement Committee Update-Josh Reome-Ben and Josh working on the plan going forward. Justin commented on researching the need of replacement of this vehicle.
9. Reserve Repair Fund-Justin Taylor-nothing new
10. Purchasing Policy Updates-Justin Taylor-nothing new
11. Investigation Status-Justin Taylor- met twice in executive session, once with attorney. No discussion at this time until recommendations from attorney are received.
12. Surplus Equipment-Luci LaPierre-Ethan Patchen turned in \$100.00 for the sale of ice rescue suits. Ethan preferred we hold the 20% commission until he tried to sell more.
13. Overhead Doors-Clayton Station-Wayne Garage door quote to repair & replace \$20,000.00. Gutters could help future issues before repairing doors. Motion by Commissioner Haver to put out RFP to install gutters at Clayton fire station, seconded by Commissioner Angus. Motion carried.
14. Commissioner Vacancy-Justin Taylor-One letter of interest received from F. Benjamin Barton. Motion made by Commissioner Lowe to appoint F. Benjamin Barton for the remainder of 2022, seconded by Commissioner Johnson. Motion carried.

New Business

1. Tower Emergency Repair-Ben Barton-Part of the boom structure is bent (not part of main boom structure). Truck was out of adjustment and allowed over extension. Ben has

ordered the damaged lattice pieces. To fix lattice and do cable adjustment-\$3664.46. Future PM-fluids purchased through state contract. Maintenance records need to be entered/scanned into Red MNX system and a hard file kept.

Better usage records are needed also.

Ben-what are the board's expectations of a PM report.

All future vehicle maintenance & repairs (invoiced) will be scanned and sent to board and chiefs for the vehicle files.

2. Lawn Care- Motion by Commissioner Dickey to put out RFP for 2022 season for Clayton & Depauville stations, seconded by Commissioner Lowe. Motion carried.
3. Last Chance-Invited to Brockville Canada for fall ship event. Motion made by Commissioner Lowe to approve Last Chance going to Brockville Canada, seconded by Commissioner Dickey. Motion carried.
4. Motion by Commissioner Barton to join Sourcewell for commodities, seconded by Commissioner Johnson. Motion carried.

Public Comment-Jarod Wagoner-Thomas Trash has changed to single source. Need to check into current dumpsters being paid for. Jake will follow up.

Other Business-none

Adjourn-Motion made by Commissioner Angus to adjourn at 8:12 pm, 2nd by Commissioner Lowe. Carried