

**TOWN OF CLAYTON FIRE DISTRICT
MEETING MINUTES
September 8, 2021 at 7:00 PM
Clayton Meeting Room**

Regular meeting called to order at 7:00 pm

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

Others Present: Clayton Chief Chris Barton, Carlton Yandow, Laura Yandow, Mike Patchen, Jarod Wagonner, Ben Barton, Lynn Schnauber, Pam Schanuber, Hal Matthews

Agenda Amendments-

Approval of Minutes – Motion made by Commissioner Taylor to approve August 11, 2021 minutes with correction, 2nd by Commissioner Johnson. Carried.

Approval of Abstract –Motion made by Commissioner Thesier to approve the resolution to pay abstract with removal of Hazlewood Retail and addition of Favret Seamless Gutters, 2nd by Commissioner Angus. Carried

Financial Reports - Treasurer

Monthly Financial Update & Reports for August 2021 distributed in board packets

Correspondence-none

Chiefs Reports

Clayton Chief

26 calls in August

Solar Energy Reading 9/5/21 (86232)

Report submitted

Training-Jaws come on Monday with an in-service Monday night

Purchase Requests:

- Wildland Gear (DEC Grant)-Darley \$2,663.10 plus shipping. Motion by Commissioner Taylor to approve request, 2nd by Commissioner Angus. Carried.

Depauville Chief

8 calls in August

Report submitted

Training-CPR course set up for Friday, 9/10 conducted by TIERS, put out a text page for training with Clayton on the new Jaws

Chicken BBQ 10/17 with pre-orders available

501(c)3 has been submitted

Purchase Requests:

- Wildland Gear (DEC Grant)-Darley \$2,663.10 plus shipping. Motion by Commissioner Taylor to approve request, 2nd by Commissioner Angus. Carried.

Use of Building: Depauville-list submitted. Nothing new
Clayton-Nothing new

Old Business

- a. Grants-Justin Taylor/Ben Barton-attended AFG seminar, were sent a discount invitation for a grant writer. Motion by Commissioner Taylor to make funds available for a grant writer for AFG for 2021, 2nd by Commissioner Thesier. Carried.
- b. Depauville Fire Station-Larry Girard-new gutters are up. Scott talked with Rob Company who suggested cutting a hole in floor for a core sample to know the scope of the work needed.

- c. Fire Dept Rep-Line Structure Committee-Justin Taylor-have met twice. Submitted a 1st draft of district manager responsibilities to the board. Hal feels the responsibilities are too extensive. Chris feels its upsetting some of the members that already do these tasks. Committee meets again in October. Looking for continued feedback from members.
- d. Door Access System-Ray Lowe/Ben Barton-Ben is continuing the research on equipment.
- e. Substance Use Policy-Justin Taylor-nothing new to report
- f. Sexual Harassment Training-Ray Lowe-Ray spoke with Jenna Davis from Vector Solutions who sent a catalogue of trainings available (free through our insurance). Discussion. Justin has been attending Coffee with Commissioners and other districts are finding zoom training useful. Chief's will get the information from Ray for the online training, and they will take the lead in having their members complete the training. Member completion will be added to software.
- g. Radios-Ben Barton/Ethan Patchen-installed in every vehicle, waiting on brackets to install 2 mobiles in brush truck. Mobiles will be online next week.
- h. Steps/Handrail on Side Door @ Depauville-nothing new to report
- i. Surplus Equipment-Advertisement-Ben Barton-Motion by Commissioner Taylor to surplus all used low band and high band radios, 2nd by Commissioner Thesier. Carried. For advertisement, Ben recommends lotting the radios and peripheral equipment and can lot some of the surplus equipment approved last month. Ben will be the contact person in the advertisement.
- j. Proposed Budget-Ray Lowe-Motion made by Commissioner to Thesier adopt the proposed 2022 budget in the amount of \$518,705.00 with a tax rate of 0.659 resulting in a .02 increase in rate, 2nd by Commissioner Haver. Carried.

New Business

- a. DOH Required Workplace Safety Plan-Justin Taylor- The district should adopt a policy for all district buildings. Ray will get a copy of the legion's as a sample.
- b. Social Media Policy-Ray Lowe-Motion by Commissioner Angus to adopt Resolution 2021-4 Social Media Policy, 2nd by Commissioner Johnson. Roll call vote unanimous.
- c. Website Proposal-Lucianne LaPierre-Motion made by Commissioner Taylor to accept proposal from North Shore Solutions for website setup/transfer at \$750 and annual fee of \$520 with no optional maintenance plan, 2nd by Commissioner Angus. Carried
- d. Legal Representation-Justin Taylor-May need to review our legal representation going forward and suggests Mark Butler as an option. Justin to call Butler regarding recent invoice.
- e. Proper Use of Fire District Equipment-Jake Angus-has come to his attention of Facebook posts of inappropriate use of equipment.

Public Comment-Hal Matthews thanked the board and feels things are going in the right direction

Other Business-None

Adjourn: Motion made by Commissioner Haver to adjourn meeting at 8:06 pm, 2nd by Commissioner Thesier. Carried.