

**TOWN OF CLAYTON FIRE DISTRICT
ANNUAL ORGANIZATIONAL MEETING MINUTES
JANUARY 13, 2016**

- I. Call Meeting to Order-Pledge of Allegiance-**Luci Lapierre, Sec/Treas called meeting called to order at 7:08 at the Clayton Meeting Room.
- II. Commissioners Present:** Jim Kenney, Deb Farmer, Hal Matthews, Lynn Schnauber, Tom Grant, Ray Lowe, Dale Harvey, Lucianne LaPierre (Secretary/Treasurer).
Other Present: Clayton Ass't Chief Josh Reome, Depauville Chief Arnie Disotell, Bill Evans, Steve Ainsworth, Larry Girard, Ben Barton, Franny Bearup
- III. District Structure for 2016**
- A. Nomination and Election of Chairperson-
Motion made by Commissioner Lowe to nominate Commissioner Schnauber as chairperson. 2nd by Commissioner Matthews.
Secretary to cast one ballot for the election of Commissioner Schnauber as chairperson. Meeting assumed by Chairperson Schnauber.
- B. Nomination and Election of Vice Chairperson
Motion made by Commissioner Matthews to nominate Commissioner Farmer as vice chairperson. 2nd by Commissioner Lowe.
Secretary to cast one ballot for the election of Commissioner Farmer as vice chairperson.
- C. Selection of Commissioners for Leadership of Specific Functions of the District
1. Insurance-Commissioner Matthews
 2. Reserves-Commissioner Grant
 3. Department/Buiding Representatives
 - a. Clayton-Commissioner Lowe
 - b. Depauville- Commissioner Matthews
- D. Secretary/Treasurer
1. Selection and Compensation-Commissioner Lowe motion to retain Luci LaPierre at budgeted amount of \$5,000.00. 2nd by Commissioner Farmer. Motion carried.
- E. Designation of:
1. Official Newspaper-TI Sun, WDT
 2. Depository of Funds-Community Bank, Watertown Savings Bank, Key Bank
 3. Attorney Representation-Scott Nortz
 4. District Spokesperson for the Press-Commissioner Schnauber
 5. Location and Times for the 2016 meetings-read aloud
 6. Location for posting general announcements and meeting changes-District Website, TI Sun
- F. Review of the District Mission Statement Adopted November 13, 1995:
"To provide quality emergency services to all citizens in the most cost effective manner; to facilitate relationship between the fire departments, governments, and citizens; to develop a long range plan to ensure that quality equipment and services will continue to be available."
- IV. Approval of the Minutes of December 10, 2015-**Motion made by Commissioner Harvey to accept the minutes with changes, 2nd by Commissioner Kenney. Motion carried.
- V. Approval of Abstract-** Motion made by Commissioner Grant to accept the abstract with change, 2nd by Commissioner Harvey. Motion carried.

VI. Financial Report-Treasurer

- A. Monthly Financial Update & Reports for December 2015
- B. Budget Transfers-Motion made by Commissioner Farmer to make recommended transfers, 2nd by Commissioner Lowe. Motion carried
- C. Any other financial business to be discussed-none

VII. Correspondence-St. Lawrence Restoration did not charge for the fall haul/block/one month dockage with electric. A thank you has been sent.
Received dividend check from Utica National in the amount of \$1,816.74. Deposited to checking account.

VIII. Chief's Reports

- A. Clayton FD: Chief Barton reported on the following:
7 calls for December
200 total calls for 2015
Solar Energy Readings-Read January 1, 2016- EZ Meter Total (18809).
Purchase Requests: None
Slate of Officers for Clayton Dept: Chief Chris Barton, 1st Ass't Scott Wormuth, 2nd Ass't Josh Reome
- B. Depauville FD: Chief Rarick reported the following:
7 calls for December
159 total calls for 2015
Purchase Requisitions: None
Slate of Officers for Depauville Dept: Chief Arnie Disotell, 1st Ass't Steve Ainsworth, 2nd Ass't Larry Girard

Motion made by Commissioner Harvey to accept new line officers for Clayton & Depauville, 2nd by Commissioner Matthews. Motion carried.

IX. Use of Building-

- A. Clayton-1/16-Gun permit training, training every Wednesday.
- B. Depauville-TI Repeater Club 3rd Thursday monthly, 2/28 OSHA class, 3/20 BBQ
Motion made by Commissioner Grant to approve use of buildings, 2nd by Commissioner Harvey. Motion carried.

X. Old Business

- A. TIERS-Bobby Cantwell-nothing to report
- B. Grants-Ben Barton-Submitting Regional Grant App for P25 radios. Total grant for district is \$171,106.0. District share (5%) would be \$11,017.05. Grant covers hardware. Will not cover licensing or the chiefs. Will owe TIERS \$200.00 for our portion of the grant writing. Ben will apply solely as a district for air packs & rescue equipment. Future grants coming are SAFER Grant in March, Fire Prevention & Safety-April, Port Security Grant-May
- C. Clayton Rescue Truck-Ben Barton-Inspection & delivery estimated for end of March/beginning of April
- D. Records Retention Policy-Table
- E. Thomas Trash-Lynn Schnauber-4 yd dumpster is \$50 per station per month, extra dump is \$40. Motion made by Commissioner Harvey to change Thomas Trash. Lynn will talk with Waste Management to see if they can offer a better price. Motion rescinded by Commissioner Harvey.-Tabled

XI. New Business

- A. Station Contracts-Lynn gave contracts to department chief's/ass't chief for review
- B. Time Warner Cable-Lynn Schnauber-Depauville Social Hall phone & internet-\$114.98, internet only \$94.99-Tabled to review

- C. 2016 IRS Mileage Rate-.54 cents per mile
- D. Code of Ethics-sent in board packets-signed & received by all commissioners
- E. Clayton meeting room entrance has 2 floors. Per Rusty Johnson Masonry one is concrete under the tile. \$500+ to do just front part. \$2000+ to tear up & redo.

XII. Public Comment-none.

XIII. Other Business- Ben Barton-ladder truck needs to go to PA to address emergency repairs. Ice water rescue suits (3) need repairs at \$201.47 per suit plus \$190.00 if zipper needs replacement. Airbags-to replace all 4 bags and controllers cost is \$9,000.00. Since they have minimal use, they would rather have Rescue struts instead-longer life and more uses. Ben will get specs to the board for bid. Departments need to have written driver training policies in effect & enforce them. Commissioner Schnauber suggests that if the chief's have policies in place; provide them to the district for review or have the two departments get together and draft a policy together.

Lynn & Ray have commissioner training to attend in Brownville @ \$125.00 pp.

Motion made by Commissioner Farmer to approve the payment of training, 2nd by Commissioner Grant. Motion approved.

Terry Fox-Banquet will be April 16 at the Edgewood. Wagner's Agenda will play from 8-12 pm. Cocktails 5-6 pm, 6:30-8 dinner. Edgewood is offering a discount on rooms.

XIV. Adjourn-Motion by Commissioner Lowe to adjourn at 8:30 pm, 2nd by Commissioner Grant. Motion carried.