

TOWN OF CLAYTON FIRE DISTRICT
ANNUAL ORGANIZATIONAL MEETING MINUTES
JANUARY 9, 2019 AT 7:00 PM
Clayton Fire Department Meeting Room

I. Call Meeting to Order-Pledge of Allegiance

II. Roll Call of Board Members/Affirmation of Quorum

Commissioners Present: Lowe, Taylor, Harvey, Rarick, Pacific, Sam Thesier, Josh Reome
Others present: Clayton Chief Scott Johnson, Depauville Chief Larry Girard, Kevin Warren, Chris Barton, Carlton Yandow, Jarod Wagoner

III. District Structure for 2019

A. Nomination and Election of Chairman

Nominated: Sam Thesier for Ray Lowe

Motion by Commissioner Thesier to elect as Ray Lowe chairman, 2nd by Commissioner Taylor. Carried

Secretary cast one vote for Ray Lowe as Chariman.

B. Nomination and Election of Vice Chairman

Nominated: Josh Reome for Justin Taylor

Motion by Commissioner Reome to elect Justin Taylor as vice chairman, 2nd by Commissioner Thesier. Carried

Secretary cast one vote for Justin Taylor as Vice Chariman.

C. Selection of Commissioners for Leadership of Specific Functions of the District

1. Insurance-Justin Taylor
2. Reserves-Tim Pacific
3. Department Representatives
 - a. Clayton-Josh Reome
 - b. Depauville-Jason Rarick
4. Building Representatives
 - a. Clayton-Justin Taylor
 - b. Depauville-Jason Rarick

D. Secretary/Treasurer

1. Selection and Compensation-Motion made by Commissioner Taylor to appoint Lucianne LaPierre as Secretary/Treasurer at \$6,000 per year, 2nd by Commissioner Harvey. Carried.

E. Designation of:

1. Official Newspaper-TI Sun, WDT
2. Depository of Funds-Community Bank, Key Bank, Watertown Daily Times
3. Attorney Representation-Joe Russell
4. Spokesperson for the District for the Press-Ray Lowe
5. Location and Times for the 2019 meetings
6. Location for posting general announcements and meeting changes-district website, newspapers, town bulletin board

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. Swearing in of Officers, Fire Police, Secretary/Treasurer-Individuals will go to the town office to be sworn in.

V. Approval of the Minutes of December 13, 2018-Motion made by Commissioner Harvey to approve the minutes as presented, 2nd by Commissioner Pacific. Carried.

VI. Approval of Abstract- Motion made by Commissioner Reome to approve the abstract with addition and change, 2nd by Commissioner Pacific. Carried.

VII. Financial Report-Treasurer

- A. Monthly Financial Update & Reports for December 2018
- B. Budget Transfers-Motion made by Commissioner Pacific to accept budget transfers, 2nd by Commissioner Reome. Carried
- C. Any other financial business to be discussed

VIII. Correspondence-None

IX. Chief's Reports

- A. Clayton Chief
 - 18 calls in December
 - 232 for 2018
 - Solar Energy Readings 1/1/2019-05753
 - Sunday trainings are being conducted
 - 14-1-2 is headed to Northern Fire on Monday to fix leak and pump casting.
 - Cancer Insurance-Scott and Justin have been working on getting more clarification on their questions.
 - Purchase Requests: None

- B. Depauville Chief
 - 9 calls in December
 - 138 for 2018
 - 16-1-1 is back
 - Contractor came in to fix leaks. He will be coming back to fix leak in chimney
 - AED battery needs replacement. Cost \$130.00
 - Planning underway for renovations
 - Banquet is Saturday
 - Purchase Requests: None

X. Use of Building

Depauville County Assn 1/17/19
Clayton Birthday party for Laurie Carnegie 1/19/19, NYS Training 2/5/19, 2/7/19
Motion made by Commissioner Taylor to accept use of building, 2nd by Commissioner Thesier. Carried

XI. Old Business

- A. Grants-Justin Taylor-Air packs-Justin updated the board declaring the air packs surplus and the purchase of new ones.
- B. Door Security-Justin Taylor-Motion by Commissioner Pacific to have Justin put out an RFP & advertise, 2nd by Commissioner Harvey. Carried
- C. Fuel Tracking-Scott Johnson is the lead.
- D. Overhead Doors-Justin Taylor-Doors are water logged. Justin feels the panels are faulty. Overhead Door has been contacted.
- E. Depauville Fire Station-Station Remodel-
- F. Motion made by Commissioner Reome to accept new member, Cameron Boyce, pending receipt of letter and physical, 2nd by Commissioner Rarick. Carried

XII. New Business

- A. Station Contracts-Motion made by Commissioner Harvey to have Commissioner Lowe sign station contracts for Clayton & Depauville, 2nd by Commissioner Pacific. Carried.
- B. 2019 Schedule of meetings was sent in board packets
- C. 2019 IRS Mileage Rate-58 cents per mile
- D. Code of Ethics-Received from Tim, Josh, & Sam. Need Jason's.
- E. Department Inventory-Reminded departments
- F. Extinguishers-Truck extinguishers need to be inspected. Sam presented a quote from Northern Fire & Josh presented a quote from Netto. Tabled until February.
- G. Outside Emergency Generator-Coolant heater was replaced by DM Shaver in December. Battery is 5 years old and testing low but should be fine until spring. Diaphragm is leaking and primer needs to be replaced. Justin will contact the Town and/or County to see if they can routinely PM.
- H. Knox Box-Larry Girard-needs cable to update
- I. Maintenance Contracts-Commissioner Harvey questioned if any are coming due. Justin will check into it.

XIII. Public Comment

XIV. Other Business

XV. Adjourn-Harvey, Pacific 8:15