

**ORCHARD PARK BOARD OF FIRE COMMISSIONERS
MINUTES OF THE JUNE MONTHLY WORK SESSION**

The regular monthly work session of the Board of Fire Commissioners of the Orchard Park Fire District was held on June 29, 2022 at 7:00 PM in the board room of the District Offices, 4222 S. Taylor Road.

Those Present:

Commissioner:	Greg Gill	Dist. Chief:	Jay Knavel
Commissioner:	Marylyn Weichmann	Treasurer:	Connie Fitzpatrick
Commissioner:	Roger Restorff	Administrator:	Monica Thielemann
Commissioner:	Richard Mrugalski		
Commissioner:	Mark Szczepanik	Secretary:	Roberta Buczkowski
Insurance:	Dave Stromecki		

District Chief Jay Knavel:

1. The classes are about 30% complete with 102 members who have not completed.
2. District Chief car is completed. The box is in with the alterations needed.
3. Need to purchase floor mats and the rain guard.
4. Work continued on the maze on June 25th. Just about done. Cost to Training Officer Couell may be \$4500.00 instead of the original \$1800.00.
5. Hose testing will be July 5, 6, 7 & 8th at the end of Sterling Drive.
6. Windom will be out of service July 9th for their Installation Dinner.
7. The new straps for the gurneys should be installed as of today.
8. Just a reminder that the items needing attention from the annual inspection should be started soon.
9. H7 is still leaking oil.
10. Question to Commissioner Gill as to whether the Jr. Firefighters can take the EMT classes. Per Commissioner Gill as long as they are 17 by the end of the classes.
11. There is a serious matter of cleaning the firefighter's gear now that the gear washer is out of service because of the renovations to Central. Per Commissioner Restorff, there may be grant money out there to move the washer to Hillcrest with the idea that each company will have their own as grant and or budget money allows. Will reach out to Grantmaster to see what is available.
12. Met with Police Chief Fitzgerald regarding the dispatch and to have monthly meetings.

Commissioner Szczepanik:

1. Felt that the meeting with the Police Chief was productive.
2. HVAC will be this week or next.
3. Will have the training policy written up and distributed by the next meeting.
4. Will be giving the RFP to Monica for truck repairs.

Commissioner Mrugalski:

1. Reached out to The Bonadio Group for a proposal for financial projections. Was not impressed with the results.
2. Received a bid for the old generator from Central from Ed Jensen Jr. Will keep until the renovations are complete.
3. On Wednesday, July 6th the power at Central will be out for a power transfer. Will try to keep as much operational as possible such as the FOB system and RedAlert.

4. Talked with the Chief of OP regarding the swapping out of one large cabinet for a smaller one and bringing two (2) cabinets to the District.
5. Progress meeting on Central was this morning. They are a little behind on the demo schedule due to lack of employees. The plumbing with regards to the roof drains and water lines has been started. The apparatus floor will be cut, and cameras used to see what condition the drains are in, and the rooftop units are at least 16-20 weeks out for delivery.
6. Will meet with Greg Bienias regarding the FOB systems.
7. Would like Monica to reach out to NYSE&G regarding any rebates available for the improvements at Central.
8. Will need the information on the sealing of the parking lots.
9. Would like to meet with the EMS Board after the work session.

Commissioner Restorff:

1. The vending machine at the District is junk.
2. With regards to the OP pumper, question is to sell now or run into the ground. Did speak with OP Chief and he is ok with the less used apparatus being sold.
3. The old district chief truck is up to \$15,600.00 on Auctions International.
4. Spoke with Mark from Evans Bank and would like to bring him in on July 28th at 6:30.
5. The elevator at Hillcrest is again not working.
6. Records are needed for all repairs. This can be done in RedAlert.

Greg Bienias:

1. There are some problems with the FOB system as the server is at the District and the software is very old. The system is good, but the software needs to be updated and the whole system needs to be tweaked.

Commissioner Weichmann:

1. There is a fire service conference at Montour Falls for women Firefighters. Information given to District Chief to see if there is an interest.
2. Windom still has a water problem. Will get Justin Brand to give an estimate and to fix under emergency repairs.
3. The air conditioning needs to be inspected. Per Commissioner Szczepanik will be next week
4. Would like the pole that was erected at Windom to put the siren on taken down as the siren was never installed. Per OP10 will do on a drill night.

Treasurer Fitzpatrick:

1. Needs a copy of the HVAC contract.

Insurance: Dave Stromecki:

1. The annual Sexual Abuse and Molestation coverage effective June 1, 2022 is an additional premium of \$1,799.00.
2. Working on replacement cost for Central. Right now the coverage is for 5 million. With the renovations should be between 7 and 9 million. Commissioner Mrugalski will talk to the contractor to see about how much to build from scratch.
3. The policies and procedures for sexual harassment/abuse is almost complete.

Commissioner Gill:

1. Guidelines are needed for the custodians as well as the mechanics for EMS and the different buildings. Need to find out exactly what they are doing, who sets the work schedules etc.
2. Will meet with the custodians on Tuesday August 9th at the work session prior to the regular monthly meeting.
3. Will meet with the mechanics on July 12th after the regular monthly meeting and before the EMS meeting.

Meeting adjourned at 8:50 PM

Respectfully submitted, Roberta Buczkowski, Secretary