

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
2/26/2019**

PRESENT: Chairman M. MacKenzie, Commissioners J. Camiolo, T. Coyle, A. DeCarlo, T. Emerson; Fire Chief S. DeRosa, Administrator T. Gretzinger

ABSENT: Secretary Kari Dutton, Deputy Chief P. McManus, Treasurer W. Bedford

PUBLIC: FF Marc Baxter, FF Scott Louth

Chairman M. MacKenzie called the regular meeting to order at 6:00 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for our departed members.

2019.3000.8.02.26

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner J. Camiolo, To approve the job description for the District Administrator position.

J. Camiolo-yes, T. Coyle-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes Carried

2019.4000.13.02.26

MOTION BY Commissioner T. Emerson, 2nd by Commissioner T. Coyle, To approve the HR Law Webinar series by National Training Institute for Tina Gretzinger, with a cost not to exceed \$500.

J. Camiolo-yes, T. Coyle-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes Carried

2019.4000.14.02.26

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner T. Emerson, To send 2 officers to FDIC 2019 in Indianapolis, IN, April 9-13, 2019 with a cost not to exceed \$5000. (Four were registered to attend while attending the 2018 conference. The other two registrants have been credited for 2020 and their registration is reflected in this motion.)

J. Camiolo-yes, T. Coyle-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes Carried

Chief S. DeRosa

- Fire extinguishers have been inspected for the year.
- J. Kridel has been appointed as volunteer Lt. with his primary responsibility being the duty crew effective March 1, 2019.
- It was decided that Chief DeRosa, Commissioners MacKenzie, DeCarlo and Coyle will be attending the FRI in Atlanta, Georgia. A motion was made at the 2/12/19 meeting.

Commissioner T. Coyle

- One of the showers at station 1 is leaking behind the wall. We need to get three quotes for repair. We currently have one quote at \$7,850. We will get two more quotes for repairs.
- IT A. Hinds will assist Dist. Treasurer Bedford in lieu of using Kathy Z on a regular basis. She can be called on occasionally for more difficult *QuickBooks* issues.
- Station 3 server currently has a bad hard drive. All servers need to be replaced. A. Hinds is looking into replacement cost. We will revisit an IT assessment after servers are replaced.

Chairman M. MacKenzie

- The need to keep SOP Admin 1105 will be discussed with our attorney.
- The District Administrator will be looking at all administrative positions to make sure that duties are properly aligned, and workloads are distributed evenly.
- Sec. Dutton will be looking over all District contracts to see if any are outdated or need to be looked at. She will report back to the BOFC's.

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner J. Camiolo, To move to executive session at 6:18 p.m. to discuss the medical records of a particular person.

J. Camiolo-yes, T. Coyle-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes Carried

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner J. Camiolo, To adjourn the regular meeting at 7:49 p.m.
J. Camiolo-yes, T. Coyle-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes Carried

Respectfully submitted,

Kari Dutton, Secretary
Board of Fire Commissioners
North Greece Fire District