



**Material Requests:****District Manager Michalakopoulos**

- 2020-0052 – Medical Supplies Consumables (Hammer Medical) in the amount of \$1,440.00, Commissioner McManus made a motion seconded by Commissioner Moreno, unanimously approved
- 2020-0053 – Medical Supplies Consumables (Grainger) Tyvek Suites XL in the amount of \$442.68, Commissioner McManus made a motion seconded by Commissioner Moreno, unanimously approved.

**District Manager Report:****District Manager Michalakopoulos**

- 6-3-9 officer's side seat damaged, seat replaced, 6-3-8 officer's seat on order
- Annual hose testing report received and distributed to chief staff and board for review.
- Truck Room Ice Machine repair in progress at headquarters, water valve and float switch have been replaced, still having issues, vendor working with manufacturer support to resolve issue.
- Working on pricing for additional ice machine for headquarters, should have prices for next meeting
- Heating Project - Phase II final walkthrough completed, project ready to go out to bid. Requesting a bid opening for September 1<sup>st</sup> 10am so we bidders can be vetted by Bladykas Engineering and project can potentially be awarded at the September 10<sup>th</sup> Board of Fire Commissioners meeting.
  - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to move forward with proposed schedule.
- Requesting approval for proposal to have station 2 controls added to the phase II project, proposal amount \$5,800 to be allocated from the Architect Engineering Heating System open permissive.
  - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to move forward with proposed schedule.
- Appraisal for property behind fire headquarters in progress, vendor working on providing report for the next board meeting
- NYSLR Gold Certification, live reporting training scheduled for this Thursday 8/13
- PA System F1/F2, service call scheduled for this Wednesday August 12<sup>th</sup> with IWT & Islandavns to work on the issue and resolve.
- Upon review of building safety walkthrough, it's the recommendation of the district manager that the 2<sup>nd</sup> floor kitchen interior doors be replaced in order to comply with current fire code. Interior doors which are labeled with an illuminated exit sign which lead to exterior egress must open outwards with crash bar to provide safe egress in the event of an emergency. Upon discuss board will take recommendation under advisement. District Manager provided two quotes for review if board wishes to move forward with recommendation.

- Requesting Executive Session for personnel

**Treasurers Report:**

**Treasurer Cangeleri**

- Bills total \$18,860.79 Commissioner McManus made a motion, seconded by Commissioner Moreno, unanimously approved to pay the bills.
- Working on 2021 preliminary budget with district manager, waiting for some information on assessed property values from the townships equalization rates etc. The goal is to have a preliminary budget for board review by the next meeting. New York State tax cap increase is set at 1.56% for 2021.
- Independent audit RFP completed, will be sent out in the upcoming weeks.
- Friendly reminder on the review and the draft Fund Balance Policy and Reserve Fund Policy, looking to have approved prior to the 2021 budget adoption process.
  - Vice Chairman presented policy's for adoption, Commissioner McManus requested a full board in order to move forward, Policy's remained on hold.

**Attorneys Report:**

**Attorney Sapienza**

- Governor signed an executive order extending the continuance of open meeting remote sessions till September 2020.
- The current issue of The Counsellor is a draft resolution on the LOSAP points awarding during the covid-19 period. Recommendation the board reviews and decide if they would like to move forward with a fire district resolution. If so draft will be prepared and present to the board for adoption. Question by Vice Chairman Harrigan regarding resolution, counsel confirmed that this resolution is optional based on the criteria set by the sponsor.
- Requesting Executive Session for personnel and pending litigation

**Chief's Report:**

**Chief Heller**

Submitted the following memos:

- No Memos just follow-up items for this evening
- 20-36 – Membership Approval for Membership Candidate **Mary Ortega** EMS Only Member. Candidate has successfully completed the application process and medical. Requesting September 1<sup>st</sup> Start Date.
- 20-37 – Membership Approval for Membership Candidate **Catherine Geiger-Ortega** EMS Only Member. Candidate has successfully completed the application process and medical. Requesting September 1<sup>st</sup> Start Date
- Material Requests submitted in Laserfiche

Follow-up:

- None

Informational Items:

- Working with fire district counsel on draft letter to the Riverhead Town Planning Department as requested by the board of fire commissioners.

**Adjournment for Executive Session                    18:47**

**Reconvene from Executive Session                    19:26**

- Motion made by Vice Chairman Harrigan seconded by Commissioner McManus, unanimously approved to accept **Mary Ortega** and **Catherine Geiger-Ortega** with a September 1<sup>st</sup> 2020 start date.
- Motion made by Vice Chairman Harrigan seconded by Commissioner McManus, unanimously approved to sign contract with Neville Apparatus Corp. for the purchase of a multi-purpose fire vehicle subject to the permissive referendum. Apparatus to be purchased off the HGAC cooperative purchase agreement. District Manager directed to send contract to vendor for signature once the 30 days permissive has ended.
  - Chief Heller extending thanks on behalf of the chief staff to the board of fire commissioner for the procurement of the vehicle. In addition thanks to the district manager, officers, and everyone that has worked on this project.
- Motion made by Vice Chairman Harrigan seconded by Commissioner McManus, unanimously approved to hire of Jamie Boyd as a Per Diem/Call-in fire district Paramedic effective August 10, 2020

### **Commissioner Reports**

#### **Chairman Meier**

- Not Present

#### **Vice Chairman Harrigan**

- Requested the district manager start the process for the hiring of a replacement custodial/grounds maintenance staff member.
- Spoke with Houseman Pirnak today, requested district manager follow up with him on the removal of the storm debris at station 2.

- Requested that the water tower site be inventoried and emergency plan be put together for any future storms needs including emergency generator. Verified with district manager that exiting emergency generators are being sent out for PM service, district manager advised that the Honda generators are scheduled to go out the Honda of Riverhead tomorrow Tuesday August 11<sup>th</sup>.
- Requested update on proposed new office space off and the renovation of the board room. District Manager reported pricing has been obtained from two vendors. After discussion regarding proposed vendors & pricing, matter was put on hold.

#### **Commissioner Moreno**

- Requested that district staff remove the tree which came down in the rear of the property by the communications tower and to clear any debris that may block water from draining.

#### **Commissioner McQueeney**

- Not Present

#### **Commissioner McManus**

- Reported that the parking lot at headquarters is in bad shape and requested that district manager begin looking in to pricing to replace.
- Requested the district manager obtain pricing to abandon/remove underground heating oil tank.

Vice Chairman Harrigan made a motion, seconded by Commissioner McManus and unanimously approved to adjourn.

Meeting adjourned at 19:40 hours

Respectfully submitted,

Greg Michalakopoulos  
Acting District Secretary  
Wading River Fire District