

- 2020 Fire District Commissioner Elections
 - Due to pandemic, Rescission of Candidate Petition Resolution submitted for board adoption
 - Request the use of Suffolk County Board of Elections BMD/Tabulator Voting Machine with BOE Custodian with phone support
 - (1000) District Election Ballots
 - (1) Voting Machine with BOE Custodian and phone support
 - (6) Privacy Booths
- The following policies have been submitted for adoption
 - Records Retention MU1 Schedule Resolution
 - LOSAP Covid Resolution
 - 3.0 District Procurement Policy update
 - 3.13 Fund Balance Policy
 - 3.14 Reserve Fund Balance Policy
 - 6.4 Emergency Medical Technician Credentialing Policy
- WRFD Employee Manual update

Wading River Fire Department: President Hammer

- No Present

Material Requests: District Manager Michalakopoulos

- 2020-0059 – Medical Supplies Consumables (Hammer Medical) in the amount of \$1,509.50, Chairman Meier made a motion seconded by Commissioner Moreno, unanimously approved
- 2020-0060 – Supplies Consumables (Bound Tree Medical) in the amount of \$773.59, Chairman Meier made a motion seconded by Commissioner Moreno, unanimously approved
- 2020-0061 – FF Equip 2 Vulcan LED Handlight Orange for Unit 6-3-9 in the amount of \$405.28, Commissioner McManus made a motion seconded by Commissioner McQueeney, unanimously approved.
- 2020-0062 – FF Equip 1" Webbing Yellow (1 Roll) in the amount of \$33.99, Chairman Meier made a motion seconded by Commissioner McQueeney, unanimously approved.
- 2020-0063 – Training Supplies Wood (Home Depot) in the amount of \$383.45, Commissioner McQueeney made a motion seconded by Chairman Meier, unanimously approved.
- 2020-0064 – District Election Supplies Countertop Barrier Shield (3) in the amount of \$378.42, Commissioner McManus made a motion seconded by Commissioner McQueeney, unanimously approved.

- 2020-0065 – Professional Service (Industrial Appraisals) Inventory & Appraisal Services in the amount of \$4,185.00, Commissioner Moreno made a motion seconded by Commissioner McManus, unanimously approved.

District Manager Report:

District Manager Michalakopoulos

- Received the following checks:
 - Check from the NYS Comptroller Office of unclaimed Funds in the amount of \$66.80All checks turned over to the treasurer's office for deposit
- 6-3-80 Oil Change performed
- 6-3-8
 - officer's seat Replaced
 - Generator removal in progress
- 6-3-10
 - shovel drawer stop broken, repaired
 - Rear ladder repaired
- 6-3-1
 - SCBA position 1 repaired and returned to company officers
- 6-3-11 Discharge push/pull drain valves on passenger side are frozen, diver's side ok vendor contracted, vehicle remains in service.
- Request for radio room scanner to be reprogrammed and/or replaced – additional information needed before scheduling service call.
- Ice Machine repair in progress at headquarters, vendor here today
- Additional outdoor ice machine for headquarters, vendor quote in the amount of \$5,500.00
 - Vice Chairman Moreno made a motion seconded by Commissioner Moreno, unanimously approved purchase
- 6-3-17 – Siren toggle not working, equipment is discontinued trying to location replacement parts. Vehicle remains in service as second due
- New 6-3-17 Status – Vehicle in production delivery schedule on track for mid – November, no factory visits at this time on virtual due to pandemic. If anything changes vendor will advise.
- 700 gallons of unleaded fuel ordered and delivered
- District Generators serviced and picked up from Honda of Riverhead – working on monthly maintenance schedule
- New multi-purpose fire vehicle preconstruction scheduled for Friday September 18th 9:00am at Neville Apparatus Corp

- Heating Project - Phase II received recommendation/award letter from Bladykas Engineering, P.C to Dominion Construction Corp. Quality Air Conditioning & Heating will be performing the work.
- Appraisal for property behind fire headquarters has been received and distributed to board of fire commissioners for review.
- Power Plant Siren is still OOS, working with Commissioner Moreno on repair plan
- AFG FEMA Award in progress working on equipment quote as per district procurement policy
- Requesting Executive Session for personnel

Treasurers Report:

Treasurer Cangeleri

- Bills total \$72,994.15 Commissioner Moreno made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Request to transfer \$207,000.00 into the equipment reserve and building reserve accounts, for a total of \$414,000.00 as per the adopted 2020 budget.
- Received sealed RFPs for audit services from the following:
 - Craig, Fitzsimmons & Michaels, LLP in the amount of \$ 10,500.00
 - Cullen & Danowski, LLP in the amount of \$ 14,000.00
 - R.S. Abrams \$ Co., LLP – no response or submittal

Treasurer recommendation is to award audit services to Craig, Fitzsimmons & Michaels, LLP. Commissioner McQueeney made a motion seconded by Commissioner Moreno, unanimously approved to go with treasurer’s recommendation.

- Submitting 2021 proposed budget for review and adoptions.

Attorneys Report:

Attorney Sapienza

- Communication was send to Mr. Von Bommol regarding the fire district response to his clients changes to the proposed settlement stipulation agreement. Counsel representing Mr. Von Bommol was advised of district board meeting. His client has not communicated with him as of today.
- Communication to Mr Deveny regarding his public comments from the August 24, 2020 meeting concerning his specific situation
- Governor extended executive order relating to the open meeting law extending remote meetings till October 4, 2020
- Governor signed an executive order relating to elections and absentee ballots until November 3, 2020 including all special districts. This is a new process and will monitor in

the even this executive order is extended into the December fire district commissioner elections.

- Requesting Executive Session for personnel

Chief's Report: Assistant Chief Berg

Submitted the following memos:

- 20-39 – Resignation Letter from EMS Member Anna Sklyarova dated August 28, 2020. All District Equipment has been returned. See attached letter
- 20-39 – Resignation Letter from Firefighter Giuesppe Rosini dated August 27, 2020. Chiefs Office currently in the process to obtain District Issued Equipment. See attached letter.
- Material Requests submitted in Laserfiche
 - Replacement Handlight for 6-3-9
 - Tublar Webbing for 6-3-2 and Firematic Purposes
 - Forcible Entry Door Training Supplies

Follow-up:

- None

Informational Items:

- EMS Only Member Captain Kevin Brayer requesting to change his status from EMS Only to Fire & EMS. Members wishes to enroll into a Firefighter 1 course and become an interior firefighter. Chiefs Office reviewed and approves request. See attached letter.
- EMS Only Member Lieutenant Marissa Cox requesting to change her status from EMS Only to Fire & EMS. Members wishes to enroll into a Firefighter 1 course and become an interior firefighter. Chiefs Office reviewed and approves request. See attached letter.
- Probationary EMS Only Member Crystal Cummings requesting to change her status from EMS Only to Fire & EMS. Probationary Member wishes to enroll into a Firefighter 1 course and become an interior firefighter. Chiefs Office reviewed and approves request. See attached letter.
- Probationary EMS Only Member Mary Ortega requesting to change her status from EMS Only to Fire & EMS. Probationary Member wishes to enroll into a Firefighter 1 course and become an interior firefighter. Chiefs Office reviewed and approves request. See attached letter.
- Probationary EMS Only Catherine Geiger-Ortega requesting to change her status from EMS Only to Fire & EMS. Probationary Member wishes to enroll into a Firefighter 1

- 3.0 District Procurement Policy Update
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to adopt
- 3.13 Fund Balance Policy
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to adopt
- 3.14 Reserve Fund Balance Policy
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to adopt
- Amendment of LOSAP Point System Resolution
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, to amend the LOSAP points program from March 13, 2020 – August 13, 2020
 - Chairman Meier) NAYS
 - Vice Chairman Harrigan) AYES
 - Commissioner McQueeney) AYES
 - Commissioner Moreno) AYES
 - Commissioner McManus) AYES
- 6.4 Emergency Medical Technician Credentialing Policy
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to adopt
- WFRD Employee Manual Update
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus to adopt, motion passed with a vote of 4 Ayes, 0 Nays and 1 Abstention.
- Proceed with the employment hire of candidate Eileen Manitta for the fire district clerk position
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to hire Eileen Manitta with an annual salary of \$30,000 and a start date of November 1, 2020 at a 20-25 hour per week work schedule.
- Proceed with the hire of the following EMS call-in candidates
 - Lauren Stalzer, start date of September 14, 2020 at \$28.00 per hour
 - John Kessler, start date of September 14, 2020 at \$28.00 per hour
 - Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved
- Proceed with Phase II Building Heating Controls bid
 - Vice Chairman Harrigan made a motion seconded by Commissioner McQueeney, unanimously approved to award to Dominion Construction Corp the base bid in the amount of \$324,000.00 as per the recommendation by Bladykas Engineering, P.C.
- Proceed with the construction of additional district office space, received to quotes
 - Mark Hansel in the amount of \$12,600.00
 - G. Cafarella Inc. in the amount of \$15,240.00
 - Vice Chairman Harrigan made a motion seconded by Commissioner McQueeney, approved 3 to 2 to award construction project to Mark Hansel

- EMS Staff office station 2
 - EMS Coordinator has requested that the district consider reallocating space at station 2 for the staff. After lengthy discussion this items along with current records room was put on hold.
- Adopt proposed 2021 budget
 - Vice Chairman Harrigan made a motion seconded by Chairman Meier, unanimously approved to adopt the proposed 2021 budget with a 1.53% increase in the amount of \$3,251,000.00.

Commissioner Moreno

- Requested vendor be contacted regarding equipment water leak in the member’s room.

Commissioner McQueeney

- Request the board discuss employee perform prior to the January reorganizational meeting. Plans to conduct employee evaluations in October/November so staff is aware of any increases as the district is in the budget process.
- Requested the district manager work with the ems coordinator to revamp the medical supply ordering process.

Commissioner McManus

- Upon review of submitted quotes provided by the district manager for the abandon/remove underground heating oil tank. Recommendation for the district move forward with the following:
 - Abandonment/Removal of the underground heating oil tank located in the rear of fire headquarters to Island Tank and Pump in the amount of \$28.500 based on the Suffolk County Public Works Contract. Commissioner McManus made a motion seconded by Commissioner Moreno, unanimously approved.

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

Meeting adjourned at 20:27 hours

Respectfully submitted,

Greg Michalakopoulos
Acting District Secretary
Wading River Fire District