

**WADING RIVER FIRE DISTRICT  
1503 North Country Road  
Wading River, NY 11792**

**Organizational Meeting of January 09, 2023**

Commissioner Deveny called the Organizational Meeting to order at 1830 hours with the Pledge of Allegiance and a moment of silence for departed EMS, fire, military personnel and Chief Whelan's family.

Chairman McQueeney, Vice Chairman Moreno, Commissioner Deveny, Commissioner Wallace, Commissioner Elect Meyer, District Manager Michalakopoulos, Treasurer Cangelieri, District Secretary Manitta, Chief Berg, Chief Whelan and Attorney Ring were present. Chief Donnelly, President Kuzloski was absent with prior notice.

The legal notice regarding the date and time of the meeting was published in compliance with the Public Officer's law.

Chairman McQueeney swore in Greg Meyer as Commissioner of the Wading River Fire District for a 5-year term.

"I, Greg Meyer, do solemnly swear that I will support the Constitution of The United States and State of New York, and that I will faithfully discharge the duties of the office of Fire District Commissioner of the Wading River Fire District, according to the best of my ability."

**Executive session requested by Chairman McQueeney to discuss personnel matters.**

- Chairman McQueeney made a motion to move to executive session, seconded by Vice Chairman Moreno, unanimously approved.

**Adjournment for Executive Session: 1834**

**Reconvene from Executive Session: 1844**

Commissioner Deveny made a motion nominating Chairman McQueeney to be Chairman for 2023, seconded by Commissioner Meyer, approved by all. Chairman McQueeney agreed to continue to be Chairman for 2023.

Commissioner Deveny made a motion nominating Vice Chairman Moreno to be Vice Chairman for 2023, seconded by Commissioner Wallace, unanimously approved. Vice Chairman Moreno agreed to continue to be Vice Chairman for 2023.

- Chairman McQueeney made a motion to name Timothy Cangelieri as District Treasurer of the Wading Fire District, seconded by Commissioner Meyer, unanimously approved.

Chairman McQueeney swore in Timothy Cangeleri as District Treasurer of the Wading Fire District.

“I, Timothy Cangeleri, do solemnly swear that I will support the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Fire District Treasurer of the Wading River Fire District, according to the best of my ability.”

Motion made by Commissioner Wallace, seconded by Commissioner Deveny, and unanimously approved to appoint to appoint Eileen F. Manitta as District Secretary of the Wading Fire District.

Chairman McQueeney swore in Eileen F. Manitta as District Secretary of the Wading River Fire District.

“I, Eileen F. Manitta, do solemnly swear that I will support the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Fire District Secretary of the Wading River Fire District, according to the best of my ability.”

Motion made by Commissioner Meyer, seconded by Commissioner Wallace, and unanimously approved to accept Kevin Berg as Chief (6-3-30), First Assistant Chief remaining vacant (31), 2<sup>nd</sup> Assistant Chief Mark Donnelly (will be sworn in on 01/23/2023), and Thomas Whelan as 3<sup>rd</sup> Assistant Chief (6-3-33).

Chairman McQueeney swore in Kevin Berg as Chief (30) and Thomas Whelan as 3<sup>rd</sup> Assistant Chief.

“I, Kevin Berg, do solemnly swear that I will support the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Fire Chief of the Wading River Fire Department, according to the best of my ability”

“I, Thomas Whelan, do solemnly swear that I will support the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Third Assistant Fire Chief of the Wading River Fire Department, according to the best of my ability”

Motion made by Commissioner Wallace, seconded by Commissioner Meyer, and unanimously approved to accept submitted Chief list of Officers for 2023.

Wading River Fire Department Line Officers

Company 1	Captain	Vacant
	Lieutenant	Vacant
Company 2	Captain	James Meier
	Lieutenant	Vacant
	Lieutenant	Vacant

Company 3	Captain Lieutenant	Vacant Vacant
Company 4	Captain Lieutenant  Safety Officers	Michael Hammer George Besold  Ex-Chief William Savage Ex-Captain Robert Quaranta

Motion made by Commissioner Meyer, seconded by Commissioner Wallace, and unanimously approved to appoint the Law Office of Christopher Ring as General District Legal Counsel and Lamb & Barnosky, LLP as Special Counsel.

Motion made by Commissioner Meyer, seconded by Commissioner Wallace, and unanimously approved to authorize the Fire District Manager Greg Michalakopoulos to act on behalf of the Board of Fire Commissioner as their liaison of the fire district and appoint as the Fire District's Records Access Officer.

Motion made by Commissioner Meyer seconded by Commissioner Wallace, and unanimously approved to appoint Secretary Manitta as the Fire District's Custodian of Records.

Motion made by Commissioner Wallace, seconded by Commissioner Meyer, and unanimously approved to approved to authorize the continuation of the surety bond of the District Treasurer, which is currently in effect with the Insurance Company.

Motion made by Vice Chairman Moreno, seconded by Commissioner Wallace, and unanimously approved to appoint The Riverhead News Review as the official newspaper, and Riverhead Local as online media service of the Fire District.

Motion made by Commissioner Meyer, seconded by Commissioner Wallace, and unanimously approved to appoint M&T Bank and/or successor and any other commercial bank operating a branch within the Fire District as the official bank for the Fire District provided that the collateralization of 100% of the assets is maintained.

Motion made Commissioner Meyer, seconded by Commissioner Wallace, and unanimously approved to maintain and continue to the Fire District's Equipment Reserve Fund and Building Reserve Fund as previously established by Board resolution.

Motion made by Commissioner Meyer, seconded by Commissioner Deveny, and unanimously approved to authorize Treasurer Cangeleri, Vice Chairman Moreno, and Commissioner Wallace as the three people authorized to sign checks for calendar year 2023, and that two signatures are required on every check, one of which must be that of Treasurer Cangeleri.

Motion made by Commissioner Wallace, seconded by Commissioner Deveny, and unanimously approved to hold public meetings of the Fire District on the **second and fourth Monday** of the month at **6:30pm** excluding the following dates with substitutions (if any), due to holiday.

**October 9, 2023 - Columbus Day (Substitute Tuesday, October 10<sup>th</sup>,2023)**

**December 25, 2023 - Christmas Day**

**Meetings will be scheduled for the following dates:**

Regular Meetings

January 9<sup>th</sup>, January 23<sup>rd</sup>

February 13<sup>th</sup>, February 27<sup>th</sup>

March 13<sup>th</sup>, March 27<sup>th</sup>

April 10<sup>th</sup>, April 24<sup>th</sup>

May 8<sup>th</sup>, May 22<sup>nd</sup>

June 12<sup>th</sup>, June 26<sup>th</sup>

July 10<sup>th</sup>, July 24<sup>th</sup>

August 14<sup>th</sup>, August 28<sup>th</sup>

September 11<sup>th</sup>, September 25<sup>th</sup>

October 10<sup>th</sup>, October 23<sup>rd</sup>

November 13<sup>th</sup>, November 27<sup>th</sup>

December 11<sup>th</sup>

Motion made by Chairman McQueeney, seconded by Commissioner Deveny, and unanimously approved for the Fire District to belong and sponsor the following organizations.

Brookhaven Town Fire Museum

Brookhaven Town Fire Police Association

Brookhaven Town Safety Officers Association

International Association of Fire Chief's

National Fire Protection Association (NFPA)

New York State Finance Officers Association

New York State, Suffolk County, and the Towns of Brookhaven and Riverhead – Fire Chief's and Fire District Associations and Council's.

New York Association of Local Government Records Officer's

North Fork Volunteer's Fireman Association

Northern Brookhaven Fire Chief's

Suffolk County Fire District Managers Association

Suffolk County Fire District Secretary/Treasurer Association

Suffolk County Safety Officer's Association

Suffolk County Volunteer Fireman's Association

Motion made by Chairman McQueeney, seconded by Vice Chairman Moreno, and unanimously approved to accept the names of the members who live outside of the Fire District using the Districts past resolution: Frederick Besold, Kevin Brayer, John Galvin, Alex Rosini, Keith Ryan.

Motion made by Chairman McQueeney, seconded by Commissioner Meyer, and unanimously approved to appoint Hometown and Neefus Stype Insurance Agencies as the official insurance agents for the Fire District as per the following:

- **Home Town Insurance Agency (McNeil & Company/ESIP)**
  - Accident/Sickness
  - Automotive
  - Liability – Property & Casualty
  - Crime
  - Cyber
  
- **Neefus Stype Agency**
  - Workers Compensation/VFBL (Fire Districts Mutual)
  - LOSAP (Glatfelter Insurance/VFIS)
  - Group Life Insurance (VESO Life)
  - Cancer Policy

Motion to appoint Island Occupational Medical Resources (IOMR) as the Fire District physicians was tabled pending further discussion. Motion made by Chairman McQueeney, seconded by Commissioner Wallace, and unanimously approved

Motion made by Chairman McQueeney, seconded by Commissioner Wallace, and unanimously approved to appoint Craig, Fitzsimmons & Meyer as the Fire District auditors.

Motion made by Chairman McQueeney, seconded by Commissioner Deveny, and unanimously approved to set the Fire District's personal vehicle travel reimbursement rate at **\$0.625** per mile in accordance with the **Internal Revenue Service travel allowance for 2023**.

Motion made by Chairman McQueeney, seconded by Commissioner Deveny, and unanimously approved to follow IRS and GSA standards for travel reimbursements.

Motion made by Chairman McQueeney, seconded by Commissioner Deveny, and unanimously approved to approve the LOSAP standards and criteria which were established in the 2014 Organizational Meeting which are part of state law and to continue the same standards in 2023.

Motion made by Chairman McQueeney, seconded by Commissioner Wallace, and unanimously approved to reaffirm the existing resolution on Defense and Indemnification of Fire District Officers per Town Law 178.d and Public Officers Law section 18.

Motion made by Chairman McQueeney, seconded by Commissioner Meyer, unanimously approved to reaffirm the following district policies:

<b>POLICY #</b>	<b>TITLE</b>	<b>ADOPTED/LAST REVISED</b>
<b>1</b>	<b>Rules and Regulations of WRFD</b>	<b>2019</b>
<b>1.0</b>	<b>Code of Conduct</b>	<b>2017</b>
<b>1.1</b>	<b>Code of Ethics</b>	<b>2021</b>
<b>1.2</b>	<b>Whistle Blower Policy</b>	<b>2011</b>
<b>1.3</b>	<b>LOSAP Program Policy</b>	<b>2016</b>
<b>1.4</b>	<b>Active Member Status Requirement Policy</b>	<b>2011</b>
<b>1.6</b>	<b>Right to Know Policy</b>	<b>2011</b>
<b>1.7</b>	<b>Sexual Harassment Policy</b>	<b>2018</b>
<b>1.8</b>	<b>Firearms and Weapons Policy</b>	<b>2017</b>
<b>1.9</b>	<b>Smoking Policy</b>	<b>2017</b>
<b>1.10</b>	<b>Training Policy</b>	<b>2017</b>
<b>1.11</b>	<b>Youth Education Policy</b>	<b>2011</b>
<b>1.12</b>	<b>Disciplinary Procedure Policy</b>	<b>2017</b>
<b>1.13</b>	<b>Statement of Administration – Alarm Siren Activation</b>	<b>2018</b>
<b>1.14</b>	<b>EEOC Policy</b>	<b>2021</b>
<b>1.15</b>	<b>Harassment Policy</b>	<b>2011</b>
<b>2.0</b>	<b>Electronic Communication Policy</b>	<b>2017</b>
<b>3.0</b>	<b>Procurement Policy</b>	<b>2020</b>
<b>3.1</b>	<b>Annual Inspection Policy</b>	<b>2011</b>
<b>3.2</b>	<b>Refreshment Policy</b>	<b>2011</b>
<b>3.3</b>	<b>Sales Tax Procedure Policy</b>	<b>2011</b>
<b>3.4</b>	<b>Credit Card Policy</b>	<b>2017</b>
<b>3.5</b>	<b>Authorization of Food Purchase for Department Events Policy</b>	<b>2011</b>
<b>3.6</b>	<b>Petty Cash Policy</b>	<b>2011</b>
<b>3.7</b>	<b>Fixed Assets Policy</b>	<b>2011</b>
<b>3.8</b>	<b>Property Disposal Policy</b>	<b>2011</b>
<b>3.9</b>	<b>FOIL Procedure</b>	<b>2011</b>
<b>3.10</b>	<b>Record Retention</b>	<b>2011</b>
<b>3.11</b>	<b>Travel Policy</b>	<b>2011</b>
<b>3.12</b>	<b>Investment Policy</b>	<b>2012</b>
<b>3.13</b>	<b>Fund Balance Policy</b>	<b>2020</b>
<b>3.14</b>	<b>Reserve Fund Balance Policy</b>	<b>2020</b>
<b>3.15</b>	<b>Breach Notice Policy</b>	<b>2021</b>
<b>4.0</b>	<b>Equipment Policy</b>	<b>2011</b>
<b>4.1</b>	<b>Equipment Maintenance Policy</b>	<b>2011</b>
<b>4.2</b>	<b>Chief's Vehicle Policy</b>	<b>2022</b>
<b>4.3.1</b>	<b>District Vehicle Policy</b>	<b>2018</b>
<b>4.4</b>	<b>Seatbelt Use Policy</b>	<b>2011</b>

<b>4.5</b>	<b>Driver's License Policy</b>	<b>2011</b>
<b>4.6</b>	<b>Equipment &amp; Inspection of EMS Responder Vehicles Policy</b>	<b>2011</b>
<b>5.0</b>	<b>Leave Policy</b>	<b>2019</b>
<b>5.5</b>	<b>Physical Examination &amp; Physical Fitness Policy</b>	<b>2022</b>
<b>5.6</b>	<b>Drug Free Workplace Policy</b>	<b>2011</b>
<b>5.7</b>	<b>HIPAA Policy</b>	<b>2011</b>
<b>5.8</b>	<b>Workplace Violence Policy</b>	<b>2012</b>
<b>6.0</b>	<b>District Election Policy</b>	<b>2016</b>
<b>6.1</b>	<b>Chief Election Policy</b>	<b>2018</b>
<b>6.2</b>	<b>Chiefs Requirements Policy</b>	<b>2018</b>
<b>6.3</b>	<b>Line of Duty Injury / Death Policy</b>	<b>2019</b>
<b>6.4</b>	<b>Emergency Medical Technician Credentialing Policy</b>	<b>2020</b>
<b>6.4a</b>	<b>EMS Scenarios for Clearing Process</b>	<b>2020</b>

Motion made by Chairman McQueeney, seconded by Commissioner Deveny, and unanimously approved to most recent copies of the Wading River Fire Department Chief's Rules, SOG's and Best Practices for the next BOFC meeting.

Motion made by Chairman McQueeney, seconded by Commissioner Meyer, and unanimously approved to accept the District Handbook updated in 2022.

Motion made by Chairman McQueeney, seconded by Commissioner Wallace, and unanimously approved to have the District Secretary file the signed and notarized Oaths of Office with the Towns of Riverhead and Brookhaven.

Motion made by Chairman McQueeney, seconded by Commissioner Deveny, and unanimously approved to request that the District Manager submit the LOSAP report to the Board at the next Board meeting.

Motion made by Commissioner Deveny, seconded by Commissioner Meyer, and unanimously approved to reaffirm the standard workday for the NYS Local Retirement System as follows:

District Manager – 8 hours

District Treasurer – 6.5 hours

District Secretary – 6.5 hours

District Clerk – 6.5 hours

Part-Time & Full-time Custodial Employees – 8 hours

Part-Time & Full-time Maintenance Employees – 8 hours

Part-Time, Full- Time, & Call-in First Responders (Paramedic) – 8 hours

Motion made by Chairman McQueeney, seconded by Commissioner Meyer, and unanimously approved, the following 2023 salaries increases:

- District Secretary salary increase to \$35,000
- 4% salary increase
  - District Manager Michalakopoulos
  - District Treasurer Cangeleri
  - District Maintenance Mechanic Figalora

Additional Motions:

- Commissioner Meyer made a motion to add Newsday as one of the official newspapers of WRFD, seconded by Commissioner Deveny, unanimously approved.
- Commissioner Meyer made a motion to allow District Manager to discard surplus items of up to \$200 in value and report to BOFC at next scheduled meeting, seconded by Commissioner Deveny, unanimously approved.
- Commissioner Meyer made a motion to join Auctions International to auctioning off surplus district equipment, seconded by Commissioner Deveny, unanimously approved.
- Commissioner Meyer made a motion to change Chief start and end term dates – end December 31<sup>st</sup>, start January 1<sup>st</sup> to be sworn in at the first meeting in January, seconded by Commissioner Wallace, unanimously approved.
- Commissioner Meyer further stipulated that the new Chief will not suffer penalties for not completing a full 365 days due to the date change, seconded by Commissioner Wallace, unanimously approved.
- Commissioner Wallace made a motion that all Chiefs take the Board of Fire Commissioners Class within 6 months of assuming office, seconded by Commissioner Deveny, unanimously approved.

Commissioner Wallace made a motion, seconded by Commissioner Deveny, and unanimously approved to adjourn.

Meeting adjourned at 1910 hours

Respectfully submitted,

Eileen F. Manitta  
District Secretary  
Wading River Fire District

**WADING RIVER FIRE DISTRICT  
1503 North Country Road  
Wading River, NY 11792**

Minutes of January 9, 2023, Meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner Deveny at 1910 hours with the Pledge of Allegiance and a moment of silence for Assistant Chief Whelan's wife who recently passed away, our First Responders, EMS, Police, Fire and Military who have made the ultimate sacrifice and for an end to the war in Ukraine.

Chairman McQueeney, Vice Chairman Moreno, Commissioner Deveny, Commissioner Wallace, Commissioner Meyer, Treasurer Cangelari, District Manager Michalakopoulos, Secretary Manitta, Chief Berg, 2<sup>nd</sup> Assistant Chief Donnelly, 3<sup>rd</sup> Assistant Chief Whelan, and EMS Supervisor Andracchi were present. President Kuzloski and Attorney Ring were absent with prior notice.

Vice Chairman Moreno made a motion, seconded by Commissioner Deveny, unanimously approved to accept the minutes of the December 27, 2022, BOFC meeting.

**Public Comments:**

- No Public Comment

**Correspondence:** **Secretary Manitta**

- 2023 Retainer – Law Office of Christopher Ring
- BTFDOA 2023 Meeting Schedule
- SCFDOA Journal update

**Secretary Report:** **Secretary Manitta**

- Registration completed for AFDSNY
- Registration for FDIC – need packets filled out ASAP; hotel being arranged
- Annual Installation Dinner- BOFC approved moving forward with vendors

**Wading River Fire Department:** **President Kuzloski**

- Not Present

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

- 01 – Wearing Apparel - EMT Uniforms & EMS Jackets in the amount of \$6,753.61 DM
  - Commissioner Deveny made a motion to approve material request 01, seconded by Commissioner Wallace, unanimously approved.

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

- Received the following checks:
  - None
- 6-3-4 – Annual Arial & Chasse PM and Throttle Control scheduled with Neville Fire for Monday 1/16. Vehicle will be OOS till Thursday 1/19
- 6-3-11 – Reported engine brake not working, district mechanic notified
  - Reported Hi-idle having intermittent issues – new switch ordered
- 6-3-17 – Oil Change & PM completed on Thursday 1/5
- 6-3-16 – Molding on passenger rear wheel well is bent and broken, district mechanic will address at upcoming Oil Change
- Chiefs Vehicle – Vehicle delivered waiting board review and approval.
- First Responder – Replacement responder at district mechanic having lightbar & radios installed from the old 6-3-81 vehicle.
- Replacement Brush Truck – Vehicle production on schedule. Inspection trip scheduled for January 24 –26. The vehicle is scheduled for delivery to the district on Monday 1/30/23 and going to Eastend Sign Design for graphics Tuesday morning.
- Station 2 Suction Pump – Repair in progress defective meter, found clogged strainer, possible faulty anti siphon valve. Vendor returning tomorrow with parts to continue repair
- Annual SCBA Flow testing was conducted 12/29/22. 6-3-33 SCBA pack is outstanding and will be sent to vendor to be completed
- Phone System SIP cutover is scheduled for
- EMS Recovery Billing – In Progress, submitting Q&A document for review. EMS supervisor working with chief staff on training, scheduled date is 1/12 at 7pm. The tentative go live date is January 15th.
- Station 2 Generator Project – In progress, district staff has completed concrete pad, generator on schedule for delivery 3/31.
- Requesting Executive Session for personnel
- Requesting approval for hire Benjamin Doll as a Call-in paramedic at the current rate.

**Treasurers Report:****District Treasurer Cangeleri**

- **Bills total: \$ 126,961.69**
  - Commissioner Deveny made a motion to pay the bills, seconded by Commissioner Wallace, unanimously approved.
- Deposits received:
  - Town of Brookhaven \$68,359.19
  - Town of Riverhead \$46,277.64, \$50,858.43, \$228,862.92
- NYCLASS is set up. Transferal of money once issues with M&T are cleared up.
- Audit confirmation letters have been sent by email.
- Looking forward to good year.

**Attorneys Report: Attorney Ring**

- Retainer sent in – thanked BOFC for approving
- Reminder regular meetings notice for 2023 needs to be published
- Recent Personnel Matter closed.

**Chief's Report: Chief Berg**

**Item Submissions:** None

**Material Requests:**

- Nozzles for new 6-3-8 Brush Truck (Neville has new nozzles that were purchased for another department that they opted not to buy- offered to WRFD at a discounted price to be discussed- Refer to District Manager)

**Follow-Up Items:**

- Chiefs UTV SOG update from review by Chris Ring
- Hose bed covers for 6-3-1, 6-3-2 and 6-3-11 status
- Scene light on Officer's side of 6-3-2 (flood/spot, but only works on 1 setting)
- Scene light on Officer's side of 6-3-11 (Quartz bulb is broken)
- Requesting an update on District Staff response during alarms. Status of housemen responding or not.
- Rear courtesy lights on 6-3-9 not working

**Information:**

- Assistant Chief Donnelly is out of town for the meeting
- Stuff-A-Bus was a successful mission with all goods delivered yesterday morning under the supervision of Assistant Chief Tom Whelan.
- 2 flag details are scheduled for this Wednesday, January 11<sup>th</sup> at 1030 hours and 1200 hours in front of Calverton National Cemetery. 6-3-4 will be responding.
- More storage and organization are needed for FIRE DEPARTMENT items. In recent years, the District has taken over many of the department storage areas and the department equipment laying around the firehouses looks cluttered and unkept, causing concern of board members wanting to clean out and surplus said items.

**Executive session requested by Chairman McQueeney to discuss personnel and litigation matters.**

- Chairman McQueeney made a motion to move to executive session, seconded by Commissioner Wallace, unanimously approved.

**Adjournment for Executive Session: 1930**

**Reconvene from Executive Session: 2040**

## **Commissioner Reports:**

### **Chairman McQueeney**

- Chairman McQueeney made a motion to hire Benjamin Dall as a per diem paramedic with a start date of 01/12/23, Commissioner Wallace seconded unanimously approved.
- Chairman McQueeney made a motion to approve Matthew Jakubowski as Fire/EMS with start date of 01/12/23, Commissioner Wallace seconded unanimously approved.
- Waiting for background check for new member Suarez background check
  - Commissioner Wallace made a motion, seconded by Commissioner Deveny to start Kenneth Suarez on February 1<sup>st</sup> once background check is received, unanimously approved.
  - Chairman McQueeney made a motion to accept new member, Dominick Cardinale, with start date of 01/12/23, Commissioner Wallace seconded unanimously approved.
- Asked about setting up online training platform – Assistant Chief Donnelly and District Manager will work together to take care of members/employees
- Inquired about STA2 fuel/fueling pump
- Asked Chief to rotate ambulances monthly
- Asked District Manager to find out about the boat repair progress
  - Chairman McQueeney made a motion to raise Daniel Manzella \$1/hour raise to \$35/hr. in lieu of stipend for narcotics, Commissioner Meyer seconded unanimously approved.
- Thanked District Staff for all their hard work during 2022.
- Commissioner Meyer will be on call for the next few weeks.

### **Vice Chairman Moreno**

- Asked District Manager to resend payroll email.

### **Commissioner Deveny**

- Thanked District Manager for getting vendor here to take care of the vehicle exhaust systems.
- Inquired about STA2 addition progress
- Chains in garage door needs to be adjusted.
- Discussion regarding members failing to make alarm percentages for 2022. Asked the Chiefs to consider counseling the members with possible pardon rather than discharging immediately given the low membership. Chief Berg stated that he will hold a review board meeting with members. He is getting complaints from members about duty crews and high call volume. Suggested Sunday work session January 22<sup>nd</sup> – 9 am start to discuss further with Chiefs Office.

### **Commissioner Wallace**

- Nothing to report.

**Commissioner Meyer**

- Asked BOFC to consider establishing committees.
- Asked about fueling stations and WEX card. District Manager has new cards to distribute.
- Commissioner made a motion to have District Manager set up shared services with Riverhead CSD, seconded by Commissioner Wallace, to access emergency gas and diesel if needed, unanimously approved.

Chairman McQueeney made a motion to adjourn, seconded by Commissioner Meyer, unanimously approved.

Meeting adjourned at 2100 hours

Respectfully submitted,

Eileen F. Manitta, District Secretary  
Wading River Fire District