

The Cuba Joint Fire District held its regular monthly meeting on Wednesday, May 11, 2016 at 7:00 P.M. in the AAACC at 4 Green Street, Cuba, New York.

The meeting opened with the pledge to the flag.

Roll Call: Commissioners: Wayne Butts-present; Mike Johnson-present; John Lafever-present; Tab Loftis-present; Doug Rettig Sr.-present; Treasurer Marlene Doyle-present; Secretary Richard Seigel Sr.-present.

Also Present: Chief Dave Hardman, 1st Asst. Nick Sweet, Captain Roger Bell, 2nd Lt. Devin Bell. Chris Travis (Portville Truck).

Motion by John Lafever 2nd by Mike Johnson to dispense with the reading of the April minutes and approve them. Motion carried by a vote of 5-0.

Treasurer's Report by Marlene Doyle:

Doug and Marlene met with the CPA who is doing our audit and gave him all the information and answered his questions. He will also modify our account codes to conform with the State's standards.

The reserve account monies have been transferred to the proper accounts.

There was a question on (voucher #16-1670 in the amount of \$474.30). After Portville applied a previous credit the amount of the bill is \$450.00.

Presentation of the bills by Marlene Doyle:

The Commissioners met prior to the meeting to audit the bills presented in voucher form by the Treasurer. Each of the bills presented in voucher form was audited and each Commissioner present placed their signature on each of the vouchers as their approval to have the Treasurer pay the bills.

Motion by Tab Loftis 2nd by Wayne Butts and all approved unanimously, it was resolved that the Board of Commissioners following an audit and approval to pay the bills (vouchers 16-EC#87 thru #16-1674) in the amount of \$4,155.50 and allow payment of such bills and order the Treasurer to pay such bills.

Motion carried by a vote of 5-0.

Chief's Report by Chief Dave Hardman:

The Chief and Junior Officers presented hi-lites of the classes they took while attending FDIC in Indianapolis.

Items needed after attending FDIC are: better nomex hoods, more infrared cameras, wipes for the fire scene, a heavy duty turnout gear washer and small hand tools.

The Chief had a display of brochures from FDIC.

There will be (5) training sessions this month.

Cuba 6 has been inspected and serviced.

The new vent fan is on Cuba 9.

Approx. 80% of the members have had their physicals.

CFD has looked at a new pager which costs less and has better coverage.

The annual DEC matching grant applications are available. They are for \$3,000.00 vs \$2,000.00. This means that CJFD puts up \$1,500.00 DEC will match it with \$1,500.00.

Motion by Wayne Butts 2nd by Tab Loftis to allow the Department to apply for a grant. Motion carried by a vote of 5-0.

The dash cameras will be installed prior to the next meeting.

Wayne Butts will contact the person who is programming the siren for emergencies.

Incident Report for the Month of April 2016:

4/03/16 01:18 I-86E MVA
4/03/16 14:18 Woodruff Street S/U landing Zone
4/04/16 10:37 State Road 305 MVA
4/05/16 07:00 County /road 6 MVA w/Injuries
4/05/16 12:26 11 Maple Street Cancelled in Route
4/06/16 00:34 6681 Oaks Road Mutual Aid to New Hudson
4/10/16 11:07 60 County Road 25 False Alarm
4/12/16 04:10 4308 County Road 6 Service Call
4/14/16 15:40 West Main Street tent Call
4/16/16 21:23 140 West Main Street Smoke Detector
4/17/16 County Rod 20 Good Intent Call
4/21/16 12:50 20 South Street Assist Ambulance
4/22/16 13:27 North Branch Road MVA
4/23/16 18:51 17 South Street Victim Extrication
4/24/16 00:17 8837 South Hubble Hill Smoke Detector
4/29/16 04:17 Windsor Street Good Intent Call
4/29/16 08:59 12 West Main Street False Alarm
4/30/16 12:18 30 South Street CO Detector

Communications:

Doug Rettig Sr. reported that ISO says preliminary information is that there are no savings as a result of purchasing a new tanker/pumper. Our local insurance carrier is still looking to see if the ISO rating reduction will have an effect on local rates.

Committees:

Wayne Butts has met with Portville Truck concerning Truck maintenance. We are currently working with a letter of intent dated December 10, 2013 which shows a labor rate of \$65.00/hr.

Chris Travis from Portville Truck was in attendance and presented the following thoughts: Portville Truck takes each truck as an individual piece of equipment (i.e. visual inspection, opinions as to trouble spots and parts that may need to be repaired and replaced in the future). There needs to be good two-way communication between Portville Truck, CFD and CJFD, we should get together at least once per year (preferably after the new commissioner takes office), the current labor rate will stay in effect until 12/31/16. We can expect an est. 5% increase in labor rates each year and parts are what they are. Currently Portville is sending e-mails to CFD and Wayne Butts.

Motion by Tab Loftis 2nd by John Lafever that the District continues our service with Portville Truck that reflects a labor rate of \$75.00/hr. until 12/31/16. Motion carried by a vote of 5-0.

There will be a meeting set up after the 1st of January 2017.

Tab Loftis reported that the inventory in our reporting system can print individual items including quantities of each. A list will be provided to the Board of Commissioners so they can physically check each item. A date for this inspection will be set for the near future.

Old Business:

Motion by Tab Loftis 2nd by Mike Johnson that the District renew their insurance policy as presented by Lee James less the optional \$500.00 accident clause at a cost of \$14,721.88/yr. Motion carried by a vote of 5-0.

Doug Rettig Sr. presented a resolution of legal procedure involved in the bids for the proposed tanker/pumper.

This resolution is contained in these minutes and is posted on the District bulletin board on the front of the fire hall.

RESOLUTION 1 OF 2016 OF THE BOARD OF COMMISSIONERS OF THE CUBA JOINT FIRE DISTRICT
At the regular meeting of the Board of Commissioners of the Cuba Joint Fire District (CJFD), Town of Cuba, in Allegany County, New York, held at the Cuba Fire Hall, on May 11, 2016 at 7:00 PM, the following were present:

Doug Rettig, Sr., Chairman

Tab Loftis, Vice Chair

Wayne Butts, Commissioner

Mike Johnson, Commissioner

John Lafever, Commissioner

WHEREAS, on February 1, 2016, the Cuba Joint Fire District, pursuant to the laws of New York did resolve to prepare and publish that certain Bid Notice for the purchase of a New Pumper/Tanker with Miscellaneous Equipment for consideration and subsequent purchase by the CJFD for use by the Cuba Fire Department; and

WHEREAS, the CJFD received multiple bids pursuant to the specifications in the said notice including a bid from Gorman Emergency Vehicles (“Gorman”) offering to sell a KME Fire Apparatus to the CJFD; and

WHEREAS, during the process of preparing the specifications for the bid notice and preparing the bid notice it was brought to the Board’s attention that Dave Hardman, Chief of the Cuba Fire Department, has a professional relationship with Gorman and that concerns about any bids submitted by Gorman should be reviewed to ensure that that there is no conflict of interest arising from Dave Hardman’s relationship with Gorman; and

WHEREAS, Chief Hardman disclosed to the Board that he is an independent contractor for Gorman and sells KME Fire Apparatus through its company; and

WHEREAS, Chief Hardman was prohibited by Cuba Fire Department and CJFD from working directly with Gorman or any of its sales representatives on any bid they might consider submitting to the CJFD; and

WHEREAS, special precautions were taken by the ad hoc committee to assign different members of the Cuba Fire Department to interact and otherwise work with Gorman and its agents; and

WHEREAS, the Board made a specific request to Chief Hardman for full and unequivocal disclosure of his involvement with Gorman to satisfy the Board that he has in no way influenced the bidding process and to satisfy the Board that he has not and will not receive any benefit from Gorman regardless of the outcome of the bidding process and whether or not the Board accepts Gorman’s bid; and

WHEREAS, Chief Hardman fully cooperated with the Board’s inquiry and executed an affidavit detailing his complete involvement with Gorman and further assuring the Board that he had no interest in the bidding process outside of making sure that the Cuba fire Department made diligent efforts to get the best apparatus for its stated purposes, and that he was in no way shape or form in communication with Gorman concerning its bid to the CJFD; and

WHEREAS, the Board desires to remain above the appearance of impropriety and always take actions that are in the best interest of its taxpayers and the Board is committed to being transparent in all of its dealings with the Cuba Fire Department and the public at large;

NOW THEREFORE BE IT RESOLVED, that the Board hereby accepts the affidavit of Chief Dave Hardman as full disclosure of his relationship to Gorman, and the Board finds that based on its independent inquiry and the affidavit that there is no conflict of interest in allowing the bid submitted by Gorman to be considered with the other bids received by the Board; and be it further resolved **RESOLVED**, that the District Secretary be and hereby is directed to post notice of the resolution in a conspicuous place in the CJFD offices and to provide notice at such other places as the Board may direct. The Secretary is directed to incorporate the full contents of this resolution into the minutes.

This resolution shall take effect on the date set forth above.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

| | | |
|-------------------------|---------------|------------|
| <u>Doug Rettig, Sr.</u> | <u>voting</u> | <u>Yes</u> |
| <u>Tab Loftis</u> | <u>voting</u> | <u>Yes</u> |
| <u>Wayne Butts</u> | <u>voting</u> | <u>Yes</u> |
| <u>Mike Johnson</u> | <u>voting</u> | <u>Yes</u> |
| <u>John Lafever</u> | <u>voting</u> | <u>Yes</u> |

Richard L. Seigel, Sr.
Richard Seigel, Secretary

5/11/2016
Date

The Resolution was thereupon declared and adopted.

Motion by Tab Loftis 2nd by John Lafever to accept the #1 2016 resolution. All Commissioners voted yes per a roll call vote as noted in the resolution. Motion carried by a vote of 5-0.

NOTE: Chief Hardman was asked to leave this portion of the meeting during the action being taken on the new tanker/pumper. This was done under the advice of our attorney

Tab Loftis reviewed the bids for the new tanker/pumper and presented the options to the Commissioners for their consideration and action.

The bids came down to (2) options:

KME \$297,451.00

4-Guys \$300,986.00 plus a \$1,312.00 tire upgrade.

NOTES: 4-Guys bid includes an all stainless steel body (less the rollup doors)

KME wanted an extra \$10,000.00 for stainless steel and would not extend their warranty beyond 10yrs.

Motion by John Lafever 2nd by Mike Johnson that the District accept the bid from KME at a cost of \$297,451.00 for the proposed tanker/pumper.

Roll Call Vote: Doug Rettig Sr.-NO; Wayne Butts NO; Mike Johnson-YES; John Lafever-YES, Tab Loftis-NO.

Motion defeated by a vote of 3-2.

Motion by Doug Rettig Sr. 2nd by Wayne Butts that the District accept the bid from 4-Guys for the proposed tanker/pumper at a cost of \$300,986.00 plus the \$1,312.00 tire upgrade for a total cost of \$302,298.00.

Roll Call Vote: Doug Rettig Sr.-YES; Wayne Butts-YES; Mike Johnson-NO; John Lafever-NO; Tab Loftis-YES.

Motion carried by a vote of 3-2.

President Kratts will be contacted to furnish a list of inactive members and non-members who participate in fund raising events.

Action on the proposed Capital Asset Policy was tabled until we receive the results of the audit.

Open forum:

1st Asst. Nick presented the Department's 5-yr. plan.

CFD needs to get Cuba 6 scheduled for the repair of the rusty air tanks.

Motion by Wayne Butts 2nd by Mike Johnson to adjourn. Motion carried by a vote of 5-0.

Meeting adjourned at 9:00 P.M.

Respectfully submitted

Richard L. Seigel, Secretary

