

Minutes of the Meeting of the Garrison Fire District Held on the 9<sup>th</sup> of May 2022

- 1. Call to Order.** The meeting of the Commissioners of the Garrison Fire District was called to order by Commissioner Lomonaco, at 7:01 p.m

Commissioners Present: Commissioner Brower, Commissioner Lomonaco, and Commissioner Reich.

A quorum was present.

Other's Present: Secretary, Chief

- 2. Pledge of Allegiance.** The pledge was led by Commissioner Lomonaco.

- 3. Secretary's Minutes.**

On a motion by Commissioner Lomonaco, which was seconded by Commissioner Brower, the Board moved to approve the minutes from the February 14<sup>th</sup> Meeting. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor. Motion Carried.

On a motion by Commissioner Lomonaco, which was seconded by Commissioner Brower, the Board moved to approve the minutes from the April 18<sup>th</sup> Meeting. The vote was, Yays: 3, Nays: 0, Abstain :0. All present in favor. Motion Carried.

- 4. Treasurer's Report.**

- a. AUD was submitted.
- b. Requirements from RBT for the 2021 Audit are 98% complete.
- c. Diana H. has worked very hard to accomplish all the impressive progress made.
- d. There was a discussion regarding budget modifications to be made.

On a motion by Commissioner Lomonaco, which was seconded by Commissioner Brower, the Board moved to make the following 2022 Budget Modifications. This is being done to accurately reflect the 2022 budget intentions.

1. From the Treasurer line item: \$16,000
  - a. Move \$12,000 to a new Professional Fees: Bookkeeper/Treasurer line
  - b. Move \$4,000 to new Professional Fees: Consultant: Financial line
2. From the Bookkeeper line \$7,100
  - a. Move \$900 to a new Professional Fees: Consultant: Payroll
  - b. Move \$6,200 to the new Professional Fees: Consultant: Financial line

The modified budget now reads, Professional Fees: Consultant: Financial line \$10,200, Professional Fees: Consultant: Bookkeeper/Treasurer line \$12,000, Professional Fees: Consultant: Payroll line \$900. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor. Motion Carried.

- 5. Chief's Report.**

- a. The Chief shared a copy of his call log. It was discussed and is attached to these minutes.
- b. Looking to order additional uniforms.
- c. Boat to be put in the water in the next 2 weeks.

On a motion by Commissioner Lomonaco, which was seconded by Commissioner Brower, the Board moved to approve the Chief's report as spoken. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor. Motion Carried.

## **6. President/Company Report.**

- a. Seating delivered for the new members lounge and carpet picked out.
- b. Working on planning a membership drive fall event.

## **7. Correspondence.**

- a. Nothing to report.

## **8. Apparatus.**

- a. 1542 had new tires put on the whole truck.
- b. Commissioner Brower delivered surplus gear to Port Jervis FD to donate to the Ukraine.

## **9. Building and Grounds.**

- a. Waiting on electrician for light issues and replacement of 1 AC unit at Station #2.
- b. Otis elevator was at Station #2 for elevator inspection.
- c. Looking to replace dead plantings & refresh landscaping at Station #2.
- d. Commissioner Brower requested bids from Alfrado Construction, Santuchi Construction, Montelone Construction, and Harris Repair and Remodel for the bail out building repairs.

On a motion by Commissioner Reich, which was seconded by Commissioner Lomonaco, the Board moved to hire Harris Repair and Remodel to repair and update the Bailout building for a fee not to exceed \$15,000.00. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor. Motion Carried.

## **10. Finance & Insurance.**

- a. A District check was stolen and fraudulently cashed and is being investigated by M & T Bank and being brought to the attention of the State Police.
- b. We are collateralized with all our funds for the full amount with M & T Bank since 2017.

**11. Community Relations.**

- a. Nothing to report.

**12. LOSAP.**

- a. Bookkeeper has been given credentials to access the account info.

**13. Long Range Planning**

- a. Planning a meeting in the new quarter.

**14. Grants.**

- a. Waiting for responses to grant applications.

**15. District Health & Safety.**

- a. Nothing to report

**16. Web.**

- a. All current bills from the Web Company's have been paid.

**17. Policies & Procedure.**

- a. Finalization of the Fixed Asset Policy and finalizing the fixed asset description list.

On a motion by Commissioner Lomonaco, which was seconded by Commissioner Brower, the Board moved to approve the Fixed Asset Policy. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor. Motion Carried.

**18. Old Business.**

- a. Nothing to report

**19. New Business.**

- a. The next District Meeting will be on Monday June 13<sup>th</sup>.

**20. Public Comments.**

- a. No comments.

**21. Presentation of Vouchers.** The Board then reviewed the checks that were to be issued.

On a motion by Commissioner Brower, which was seconded by Commissioner Lomonaco, the Board approved the payment of vouchers in the amount of \$15,437.79. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor. Motion carried.

**22. Meeting Adjournment.** With no further business to conduct, on a motion by Commissioner Lomonaco, which was seconded by Commissioner Reich, the meeting was adjourned at 7:45 p.m. The vote was, Yays: 3, Nays: 0, Abstain: 0. All present in favor, Motion Carried.

Respectfully submitted,

Cristin Erickson, Fire District Secretary