

Town of Watertown Fire District
 Monthly Meeting Minutes
 June 14, 2023

The June Monthly Meeting was called to order by Arthur Cooley at 6:00 pm.

The Pledge of Allegiance to the Flag of the United States of America was recited by all.

Attendance:

Commissioners: Arthur Cooley, Michael Hanley, Warren Day, and Brian Wilcox.
 Meredith George was excused.

Secretary/Treasurer: William Bamann

Chiefs: Chief David Johnston and Assistant Chief Jason Lee.

District Employees: Fred Sourwine, Chip Metzler

Guests: None.

The floor was opened for public comment. There being no one who wanted to speak, the floor was closed for public comments.

Communications: None. Any communications received are sent to all the Board members via email.

Minutes: The minutes of the May Monthly meeting were provided via email for review/approval.

Upon a motion made by Arthur Cooley, seconded by Michael Hanley, and after a discussion held in that there were no edits required, the following resolution was approved:

Be it resolved that the aforementioned minutes from the May meeting are approved.

Commissioner	Yes	No	Abstain	Absent		Recuse
Arthur Cooley	X					
Michael Hanley	X					
Meredith George				X		
Warren Day	X					
Brian Wilcox	X					

The Motion carried.

Bills and Treasurer's Report: Secretary-Treasurer Bamann presented the bills (see attached Abstract of Bills), financial reports, and Bank Statements. The Commissioners were reminded to review and sign the Abstract of Bills as well as sign all the Vouchers for payment. One Commissioner also needs to review and sign/initial the account reconciliations and Bank Statements.

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Upon a motion made by Arthur Cooley, seconded by Michael Hanley, and after a discussion held, the following resolution was approved:

Be it resolved that the bills presented be paid.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Secretary-Treasurer Bamann presented the Actual versus Budget report to date as well as the Bank Account balances (attached). He then presented several quotes for equipment for approval to purchase as well as two Rec Hall rental requests (attached). He also reminded the Board of Fire Commissioners that they need to schedule some special meetings to draft a budget for 2024 as we're required to have it finalized by September for a public hearing then approval in October.

Upon a motion made by Brian Wilcox, seconded by Warren Day, and after a discussion held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners approves the purchase of Lion Turnout gear per the attached quote package.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Upon a motion made by Warren Day, seconded by Brian Wilcox, and after a discussion held, the following resolution was approved:

Be it resolved that the purchase of a new computer, per the attached quote package, to replace the old one that crashed is approved.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Upon a motion made by Brian Wilcox, seconded by Michael Hanley, and after a discussion held, the following resolution was approved:

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Be it resolved that the purchase of the trash pump, per the attached quote package, is approved.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Upon a motion made by Arthur Cooley, seconded by Warren Day, and after a discussion held, the following resolution was approved:

Be it resolved that the purchase of the generator, per the attached quote package, is approved.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Upon a motion made by Michael Hanley, seconded by Brian Wilcox, and after a discussion held, the following resolution was approved:

Be it resolved that the purchase of the cut-off saw, per the attached quote package, is approved.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Upon a motion made by Arthur Cooley, seconded by Michael Hanley, and after a discussion held, the following resolution was approved:

Be it resolved that the two rec hall rental requests, per the attached requests for 23 June and 22 July 2023, are approved.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

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Chief's Report: See Chief's Report attached.

Personnel changes in the fire department were also presented (attached).

Upon a motion made by Arthur Cooley, seconded by Brian Wilcox, and after a discussion held, the following resolution was approved:

Be it resolved that Connor Brown is approved as a Junior Firefighter member of the Fire Department.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

The Chief discussed "Cancelled Enroute" calls and that they would be looking into ways to reduce these as they can discourage members from responding.

Chief Johnston then read a letter from First Assistant Chief Wareham (attached).

Upon a motion made by Warren Day, seconded by Arthur Cooley, and after a discussion held, the following resolution was approved:

Be it resolved that the Town of Watertown Fire District shall send a letter to the City of Watertown requesting a quote for the costs of responding an Engine Company to all Town of Watertown Fire calls.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

The Chef then led a discussion on the lack of volunteers responding and the need for more paid personnel, asking the intentions of the Board to hire more personnel and what we could afford this year and what the future costs would be. The status of the Firefighter job description and the steps required to bring on paid firefighters were discussed. It was recognized it will take many more months before we can have the ability to hire from a Civil Service list and the potential of hiring part-time City firefighters is questionable.

Employee's Report: See District Manager's report.

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Committee Reports: The Paid Firefighter Committee did meet on 22 May 2023 and developed a plan to have 3 personnel on 12-hour duty shifts 5 days a week starting the second half of 2023. It would require hiring 6 to 8 part-time firefighters to supplement the existing district employees. Assistant Chief Wareham was going to canvass the City of Watertown Fire Department members to determine if there was any interest in working part-time for the Town of Watertown Fire Department.

Old Business:

The Fire District Manager and Firefighter Job Descriptions are still awaiting approval by Jefferson County; we were told they're on the Director's desk for signature.

The new HR policy and Union Negotiations are on hold until the disposition of the new job descriptions is finalized.

New Business:

Upon a motion made by Brian Wilcox, seconded by Michael Hanley, and after a discussion held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners approves sending Driver Daniel Lowe to Extrication University with the others from the Fire Department attending.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George				X	
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Upon a motion made by Arthur Cooley, seconded by Michael Hanley, and after a discussion held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners approves the hiring of another Cleaner from those qualified firefighters in the department, at a pay rate of \$20 per hour to start as soon as possible. The District Manager may hire the Cleaner as he sees fit.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				