

CLERMONT FIRE COMMISSIONERS

ORGANIZATIONAL MEETING

JANUARY 15, 2018

The Clermont Fire Commissioners held their Organizational Meeting on Monday, January 15, 2018 at 7:00 P.M. at the Town Hall. Those present were Commissioner Susan Rifenburgh, Commissioner Laurence Saulpaugh, Commissioner Ronald Miller, Commissioner Raymond Bauer, Commissioner Ronald Rifenburgh, Treasurer Denise Fiore, Lloyd Kukon, Collin Brown, Ryan Brown, Natasha Moyer, Harry Pease, Les Coon and Robert Desmond.

The meeting was opened with the salute to the flag.

Commissioner Raymond Bauer was reelected in December 2017 and was sworn in for the new five year term by the Secretary.

Treasurer Fiore called the meeting to order.

Resolution #1 - 18 Appointment of Chairman

The Treasurer asked for a motion to nominate the Chairperson. Commissioner Bauer nominated Susan Rifenburgh as Chairperson. Nomination seconded by Commissioner Saulpaugh. There were no further nominations. A motion was made by Commissioner Ronald Rifenburgh, seconded by Commissioner Bauer to close the nominations. All in favor. So carried. The Treasurer casts one ballot for Chairwoman Susan Rifenburgh.

Resolution #2 – 18 Appointment of Vice – Chairman

Commissioner Ronald Rifenburgh made a motion nominating Commissioner Laurence Saulpaugh as Vice Chairman, seconded by Commissioner Bauer. There were no other nominations. All in favor. So carried.

Resolution #3 – 18 Appointment of Secretary

Commissioner Saulpaugh made a motion to appoint Mary Helen Shannon for Secretary at the budgeted salary of \$2600.00, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #4 – 18 Appointment of Treasurer

Commissioner R. Rifenburgh made a motion to appoint Denise Fiore for Treasurer at the budgeted salary of 2,600.00, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #5 – 18 Appointment of Attorney

Commissioner Saulpaugh made a motion to appoint the Law Office of Freeman-Howard, Andy Howard, Esquire, seconded by Commissioner R. Rifenburgh. All in favor. So carried.

Resolution #6 – 18 Appointment of Accountant

Commissioner R. Rifenburgh made a motion to appoint Mark Fitzgerald as Accountant, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #7 – 18 Approval of Surety/Undertaking for Treasurer

A motion was made to approve the surety/undertaking for the Treasurer by Commissioner R. Rifenburgh, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #8 – 18 Appointment of Fire District Chief and Line Officers

A motion was made by Commissioner R. Rifenburgh to approve the following, seconded by Commissioner Bauer.

Fire Chief – Lloyd Kukon

Assistant Fire Chief – Collin Brown

1st Lieutenant – Ryan Brown

2nd Lieutenant – Natasha Moyer

Captain – Les Coon

Fire Police Captain – Harry Pease

All in favor. So carried.

The above were sworn in by the Secretary.

Resolution #9 – 18 Official Newspaper

A motion was made by Commissioner Saulpaugh to retain the Register Star as the official District newspaper, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #10 – 18 Official Bank

A motion was made by Commissioner R. Rifenburgh to name the Bank of Greene County as the official District Bank, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #11 – 18 Authorizing Prepayment of Bills

A motion was made by Commissioner R. Rifenburgh that utilities, such as fuel oil, electric, phone and rent can be paid prior to authorization from the Commissioners, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #12 – 18 Authorizing the Chief to spend up to \$200.00 without prior authorization from the Board of Fire Commissioners.

A motion was made by Commissioner R. Rifenburgh, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #13 – 18 Signing of Contracts

A motion was made to empower the Chairperson or Vice Chairperson, in the Chairperson's absence, to sign any contracts when contracts are approved by at least three members of the Board by Commissioner R. Rifenburgh, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #14 – 18 Designation the Location, Date and Time of the Regular monthly meeting of the Board of Commissioners

A motion was made by Commissioner R. Rifenburgh to hold the meetings on the third Monday of the month at 7:00 P.M. at the Town Hall, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #15 – 18 Designating Membership in Associations for District purposes.

A motion was made by Commissioner R. Rifenburgh designating the Association of Fire Districts, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #16 – 18 Designation of Conventions, Meetings, Seminars, Training

A motion was made by Commissioner R. Rifenburgh to approve Commissioners Training for newly elected Commissioners, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #17 – 18 Operating Committees

Buildings and Grounds – Commissioner Bauer, Commissioner Saulpaugh

Insurance – Commissioner R. Rifenburgh, Commissioner Miller

Laws and Policies – All Commissioners

Fire Equipment – Commissioner Bauer, Commissioner Saulpaugh

Legal – All Commissioners

LOSAP – All Commissioners

A motion was made to accept the committee designations by Commissioner R. Rifenburgh, seconded by Commissioner Miller. All in favor. So carried.

Resolution #18 – 18 Approval of any Leases of Fire Station or Administrative Facilities

A motion was made to approve the amount of the \$2,000.00 per month for the lease of Station #2 Truck bay by Commissioner Bauer, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #19 – 18 Procurement and Purchasing Policy

A motion was made to reaffirm that there have been no changes to the policy by Commissioner R. Rifenburgh, seconded by Commissioner Saulpaugh. All in favor. So carried.

Resolution #20 – 18 Insurance Agency

A motion was made to approve Fingar Insurance as the insurance agent for the District by Commissioner R. Rifenburgh, seconded by Commissioner Bauer. All in favor. So carried.

Resolution #21 – 18 Appointment of LOSAP Audit Accountant

A motion was made to appoint Brian Fitzgerald as the LOSAP Audit Accountant by Commissioner Saulpaugh, seconded by Commissioner Miller. All in favor. So carried.

Resolution # 22 – 18 Appointment of District Physician and or Physical Examination Policy

A motion was made to name Albany Med- Emergent Care for physicals by Commissioner R. Rifenburgh, seconded by Commissioner Miller. All in favor. So carried.

A motion was made to adjourn the Organizational Meeting by Commissioner Miller, seconded by Commissioner Saulpaugh. All in favor. So carried.

Respectfully submitted,

Mary Helen Shannon
Fire District Secretary