

CLERMONT FIRE COMMISSIONERS

ORGANIZATIONAL MEETING

JANUARY 21, 2019

The Clermont Fire Commissioners held their Organizational Meeting on Monday, January 21, 2019 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, Chief Lloyd Kukon, 1st Assistant Chief Collin Brown, Josh Williams, Samuel Williams and Robert Desmond.

Treasurer Denise Fiore opened the meeting with the salute to the flag.

Resolution #1 - 19 Appointment of Chairman

The Treasurer asked for a motion to nominate the Chairperson. Commissioner Bauer nominated Susan Rifenburgh as Chairperson. Nomination seconded by Commissioner Miller. 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 – 19 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 – 19 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 – 19 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 – 19 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 – 19 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 – 19 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 Bauer. All in favor. So carried.

Resolution #8 – 19 Appointment of Fire District Chief and Line Officers

- Fire Chief – Lloyd Kukon – A motion was made to accept Lloyd Kukon as Fire Chief by Commissioner Bauer, seconded by Commissioner Saulpaugh. All in favor. So carried.
- 1st Assistant Fire Chief - Collin Brown – A motion was made to accept Collin Brown as 1st Assistant Chief by Commissioner R. Rifenburgh, seconded by Commissioner Miller. All in favor. So carried.
- 2nd Assistant Fire Chief – Evan Decker – A motion was made to accept Evan Decker as 2nd Assistant Fire Chief by Commissioner Saulpaugh, seconded by Commissioner R. Rifenburgh. All in favor. So carried.
- Captain – Les Coon – A motion was made to accept Les Coon as Captain by Commissioner R. Rifenburgh, seconded by Commissioner Saulpaugh. All in favor. So carried.
- 1st Lieutenant – Josh Williams – was elected to the position by the Company, but Commissioner R. Rifenburgh pointed out that he cannot approve the appointment because Firefighter Williams, although a member since 2015, had left the district for some months. The Operating Procedures state that you must be a member for two consecutive years. He also does not have EVOC or OSHA training completed. First Assistant Chief Brown asked if this could be tabled contingent upon receiving the OSHA and EVOC records. Firefighter Williams will have his records sent from western NY for the OSHA and EVOC. After further discussion, it was decided to revisit this in a month.
- 2nd Lieutenant – Samuel Williams – A motion was made to accept Samuel Williams as 2nd Lieutenant by Commissioner R. Rifenburgh, seconded by Commissioner Bauer. All in favor. So carried.
- Fire Police Captain – Laurence Saulpaugh was appointed by the Chief to the position of Fire Police Captain.
- Engineer – Wes Werner was appointed as Engineer by the Chief.

Those present were sworn in by the Secretary, the remaining will be sworn in this week.

Resolution #9 – 19 Official Newspaper

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

Resolution #10 – 19 Official Bank

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

Resolution #11 – 19 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 – 19 Authorizing the Chief to spend up to \$200.00 without prior authorization from the Board of Fire Commissioners.

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

Resolution #13 – 19 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 – 19 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 – 19 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 – 19 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 – 19 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 – 19 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 – 19 Procurement and Purchasing Policy

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

Resolution #20 – 19 Insurance Agency

A motion was made to approve Fingar Insurance as the insurance agent for the District by Commissioner Miller, seconded by Commissioner Bauer. All in favor. So carried. Chairwoman Rifenburg said that Peter Fingar will be at our February meeting to discuss our insurance.

Resolution # 21 – 19 Appointment of District Physician and or Physical Examination Policy

A motion was made to name Columbia Memorial Hospital for physicals by Commissioner R. Rifenburg, seconded by Commissioner Saulpaugh. All in favor. So carried.

A motion was made to adjourn the Organizational Meeting by Commissioner R. Rifenburg, seconded by Commissioner Saulpaugh at 7:40 P.M. All in favor. So carried.

Public Comment:

Robert Desmond asked if there was any opposition to Josh Williams being elected to 1st Lt. and if not, would they leave the position open or make an exception to fill it? There was further discussion because there was another candidate for 1st Lieutenant at the election. The Commissioners have decided to revisit this next month.

Respectfully submitted,

Mary Helen Shannon
Fire District Secretary