

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on April 14, 2025.

The monthly meeting convened at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Grant Keeler, Commissioner Dave Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo, Chief Tim Kimball, and 2<sup>nd</sup> Assistant Chief Michael Stanley. Commissioners Schanz and Casucci were absent.

### **Bills**

1. A listing of transactions numbered 17500 through 17565, totaling \$423,539.46, was presented to the Board for approval.

Commissioner Pettis made a motion to pay the bills. Commissioner Keeler seconded the motion. The motion was carried unanimously.

### **Old Business**

Commissioner Keeler made a motion to approve the minutes of the March 10, 2025 meeting. Commissioner Pettis seconded the motion. The motion was carried unanimously.

### **Treasurer's Report**

1. Bank statements, account reconciliations, check images for March 2025, and a listing of transactions approved and paid in March 2025 were given to Commissioner Casucci for verification.
2. Bank statements, account reconciliations, and check images for February 2025 were returned to the Treasurer.
3. The Annual Financial Report was filed by e-mail in March 2025.

4. We will have an audit in June.
5. Ten (10) additional vouchers were approved for per diem for ten FDIC attendees.

Commissioner Pettis made a motion to accept the Treasurer's report. Commissioner Keeler seconded the motion. The motion was carried unanimously.

### **Chief's Report**

1. Commissioner Pettis made a motion to approve the following:
  - a. Marc Badalucco to attend an EVOC course at Carman Rd FD 4-21 through 5-17 and to take a pickup truck to class.
  - b. Mike Sticklemeyer to attend a Fire Police course at Wilton 5-6 through 5-26 and to take a pickup truck to class.
  - c. Mike Stanley, Tim Brousseau, and Trevor Bobrow to attend the PIO class at Station #1 on 4-26.Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. Commissioner Pettis made a motion to purchase the following:
  - a. EMS supplies - \$2,769.22, list attached, budgeted item
  - b. Seven (7) portable radios - \$54,842, two (2) mobile radios - \$9,000, and one (1) gas meter for \$4,987
  - c. Replacement of Car 62 Tahoe - \$55,431.43, spec and quote attached. State contract #PC68994.
  - d. Seven (7) pagers from PMC Wireless for \$688.50 each for a total of \$4,819.50Commissioner Keeler seconded the motion. The motion was carried unanimously.
3. Chief Kimball thanked the Commissioners for allowing the members to go the FDIC conference last year and this year.
4. Commissioner Keeler made a motion to allow Will Siebert to respond to calls and drills with Vischer Ferry, provided he obtains a physical and fit test. He must adhere to all rules and regulations that all new members must adhere to. Commissioner Pettis seconded the motion. The motion was carried unanimously.
5. The Rescue Jack course in September at Cortland has been cancelled, and the course fee was refunded to us.

### **Administrator's Report**

1. Microsoft Office has been installed in all the radio room computers.
2. SCBA flow testing has been scheduled for 4-28 with Dival.
3. Current Fire Police have been updated with DCJS.
4. Discussion on dumpsters. Commissioner Keeler made a motion to have one dumpster, from Casala, at Station #1 for \$140 a month. Commissioner Pettis seconded the motion. The motion was carried unanimously.

### **Administrative Assistant**

1. Ziebart appointments are starting 5-5.

2. Hose test is 5-15.

### **New Business**

1. Received the Client Statement for March 2025 and trades from UBS.
2. ETA-625 needs a new hose bed cover. We will contact Sew and Sew.

### **Miscellaneous**

1. Commissioner Pettis made a motion to accept the quote from Tech Valley for \$18,910 to redo the floor at Station #2 if we receive the addendum. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. There was discussion on when the warranty on the tanker chassis begins. We have not received a bill for the chassis.
3. There was discussion on preventive maintenance on the PlymoVent for Station #3. The cost is \$975 yearly. We will get into a 3-year rotation for maintenance for all three stations.
4. A film was shown concerning the REV group that has been buying up firetruck manufacturers. This has been driving up costs and creating long waiting periods.

### **Adjournment**

Commissioner Pettis made a motion to adjourn. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:45 pm. The next meeting will be Monday, May 12, 2025 at 7:30 pm in the Commissioners' room at Station #2.

Respectfully submitted by,

Karan Donohue, Secretary  
Board of Fire Commissioners  
Vischer Ferry Fire District

Kevin Bowman, Chairman  
Board of Fire Commissioners  
Vischer Ferry Fire District