

VILLAGE OF SCOTTSVILLE
FIRE COMMISSIONERS MEETING

Minutes of Meeting
Tuesday, December 14, 2010

CALL TO ORDER: Mayor Paul Gee called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Elizabeth Murray
Trustee James Clark and Trustee Richard Clark.

Also Present: Fire Chief Robert Emerson, EMS Chief Matt Jarrett, President Russ
Hogue, Building Maintenance Coordinator Frank Wunder, Treasurer
Beverly Martin, Dave Sheffield and recording Secretary Elaine Driscoll.

APPROVAL OF MINUTES

MOTION – Approve minutes of Tues., November 9, 2010 meeting

Made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve the
minutes of the Tuesday, November 9, 2010 Fire Commissioners Meeting with
one correction on page 3, third paragraph, second to last sentence: date should
be January 1, 2011.

VOTE: 5-0. Carried unanimously.

NEW MEMBER – None

PUBLIC BEFORE THE BOARD – None

REPORTS

FIRE CHIEF BOB EMERSON previously provided his report dated: December 14, 2010
and a November incident report via: email (on file). Listed on his report were 14 calls for the
month and 143 for the year. Unit Responses for the month were 34 and yearly 368. Man-
hours for the month were 246.83 and 2449.74 for the year (report on file). The following was
discussed:

- Firefighter grant of \$300.00 has been received from the Firefighter's Charitable Fund.
It will be used toward water suits.
- Chief Emerson listed the following Officers for 2011:

Fire Dept. Operational Officers:

Chief – Bob Emerson

Asst. Chiefs – Brian Ely

Jeff Brown

Captains (2) – Vacant

Lieutenant – Dave Merritt (3 others to be named in January)

Fire Police

Captain – Don Brown

Lieutenants – Frank Wunder

Tom Scott

MOTION: made by Trustee Murray seconded by Trustee R. Clark to approve the Fire Department Line Officers for 2010 as submitted.

Discussion: Mayor Gee pointed out that everyone needs to meet their NIMS requirements. Mayor Gee would like in house training done for NIMS 300. All members must be in compliance for the Dept. to receive any federal funding

VOTE: 5-0. Carried unanimously.

- 4617 Update – Chief Emerson reviewed repairs that need to be done on truck #4617. After having meetings re: truck #4617, Mayor Gee recommended that the pumper tanker truck be brought up to workable condition rather than modified & refurbished; money will be put into the Fire Truck Reserve for replacement of #4613, the main working truck which will have to be replaced in the next couple years. He apologized to the truck committee for all the work they have done planning for the modification & refurbishment of truck #4617. Chief Emerson will get prices for the repairs. A public hearing will be set at the Village Board meeting to appropriate funds for repairs to pumper tanker truck #4617.
- Mike Connelie graduated from Firefighters class and will be an interior firefighter.
- Water rescue drill will be held this Saturday.
- Thank You to Village Clerk Elaine Driscoll – Being the last meeting that Village Clerk Elaine Driscoll will work because of her retirement on December 30, 2010, Chief Emerson thanked her for her years of working with the Fire Department. She in turn stated that she fully enjoyed working with, and getting to know, all the firemen and treasured the year that she, Deputy Village Clerk Julie Kuhn and Treasurer Tom Scantlin, set up the Village Office operation in the Lobby of the Fire Facility during renovation of 22 Main Street Municipal Office Building. She said that she has worked for six Mayors and twenty-five Trustees, and so many others during her employment with the Village of Scottsville, and she will leave with each and every acquaintance fondly etched in her heart!

RESCUE SQUAD

EMS CHIEF MATT JARRETT previously submitted an information packet via: email, of 23 pages which included the Rescue Squad Monthly Report dated: December 14, 2010, a Monthly Call Report for November 2010, a monthly duty hours report/graph, a sheet of proposed billing rates effective 1/1/2011, pages 15-17 of the 2008-2009 Standard Operating Procedures, resumes from Matthew D. Jarrett, Joshua D. Coates & James Brown, a Monroe Livingston Region Program Agency Letter from Jeremy T. Cushman w/Regional Performance Measures (6 pgs.) re: Advisory 10-18: Regional Performance Measures, dated: Nov. 29,2010(on file).

- Rate Increase – EMS Chief Jarrett asked that the Board consider approval of the 3% increase of billing rate for ambulance service, effective January 1, 2011.
- MedEx Annual Renewal – EMS Chief Jarrett requested that the Board approve the Mayor’s signature on the annual MedEx contract to begin on January 1, 2011 with the increase of \$.50 per call billed out (see Village Board Dec. 14, 2010 minutes).
- NYS DOH renewal documents have been sent for ambulance service. Re-application is required every two years to secure the Certificate of Operating authority by DOH.
- Legal Counsel Letters – Attorney Skivington is following up on ambulance service collections of three patients as discussed last month.
- EMS Chief Jarrett listed the following as 2011 EMS Officers and asked for Board approval:
 - EMS Chief – Matthew Jarrett
 - Captain – James Brown
 - Lieutenant (2) Ed Wihlen and Josh Coates
- Town EMS update – EMS Chief reported that details are being worked out for reorganizing for ambulance coverage for Mumford. Scottsville EMS Chief, Scottsville Fire Chief, Monroe County Administration, Department of Health, Mumford Fire Chief, Town Supervisor, Mayor Gee are all working on a plan. The next step is to work out a financial plan. One likely outcome may be for the Town to declare Municipal Operating Authority for the entire Town and contract with the Village to provide the ambulance service.
- #4629 (the 2001 Ambulance) is in Buffalo at the dealers getting compartment modification, air compressor fixed and installation of laptop dock in the cab, etc.
- EMS Line Officers Approval
 - MOTION – Line Officers Approval – Rescue Squad
 - Made by Trustee R. Clark seconded by Deputy Mayor Wagar to approve the Line Officers for 2011 Scottsville Rescue as submitted:
 - EMS Chief – Matthew Jarrett
 - Captain – James Brown
 - Lieutenant (2) Ed Wihlen and Josh Coates
 - VOTE: 5-0. Carried unanimously.
- Regional Performance Measure – EMS Chief Jarrett pointed out and reviewed the Monroe-Livingston EMS System Performance Measures information in his packet.

The information deals with response time, call coverage, vehicle maintenance, etc., that Monroe County and Livingston County EMS systems are required to adhere to.

- Workers Compensation – a meeting will be set up with Dan Powers HRH, Treasurer Martin and EMS Chief Matt Jarrett to find out what the appropriate workers compensation is for the Rescue Squad now that it is separate from the Fire Dept.

BUILDING MAINTENANCE COORDINATOR

FRANK WUNDER reported:

- George Taylor Heating will be fixing a duct heater that heats the large meeting room.

PRESIDENT RUSS HOGUE reported the following and gave the secretary his notes (on file).

- Fire Chief Emerson reported that he will no longer be tracking Corporate Points.
- The new Fire Prevention vehicle is getting lettered.
- New head stone memorial plaque quotes are being investigated.
- The budget was reviewed. Potentially the new Governor may change how 2% monies are distributed thus this has to be watched for their budget.
- Robert Valerio has had his status changed from Social to Active.
- Turkey Party made approx. \$1,200.00.
- Civil Officers Approval

MOTION: made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve the Civil Officers as listed:

President – Russ Hogue
 Vice President – Dave Sheffield
 Secretary – Kathy Sheffield
 Treasurer – Carol Brown
 Finance Office – Frank Wunder
 Board of Directors(2) – Diana Tears and Jim Craven
 VOTE: 5-0. Carried unanimously.

OLD BUSINESS

A) Appoint a Health & Safety Officer for the Strategic Plan – Tabled

NEW BUSINESS – None

ADJOURNMENT

MOTION: made by Deputy Mayor Wagar seconded by Trustee Murray to adjourn the meeting at 6:33 P.M.

VOTE: 5-0. Carried unanimously.

Submitted by,

Elaine M. Driscoll, Village Clerk