

VILLAGE OF SCOTTSVILLE
FIRE COMMISSIONERS MEETING

Minutes of Meeting
Tuesday, March 9, 2010

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

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Michael Souers, Deputy Mayor Paul Gee,
Trustees Rick VenVertloh, Lino Contestabile and Elizabeth Murray.

Also Present: Fire Chief Bob Emerson, EMS Chief Matt Jarrett, Treasurer Beverly Martin, Dave Sheffield, Jim Clark, and recording secretary Elaine Driscoll.

APPROVAL OF MINUTES

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

Made by Trustee VenVertloh seconded by Deputy Mayor Gee to approve the minutes of the Tuesday, February 9, 2010 Fire Commissioners meeting as submitted.

VOTE: 5-0. Carried unanimously.

NEW MEMBER

None

PUBLIC BEFORE THE BOARD – None

REPORTS

FIRE CHIEF ROBERT EMERSON previously submitted his report via: email dated: March 9, 2010 with a February call report (on file). He reported:

- There were 8 calls this month and 18 for the year.
- Fire Chief Robert Emerson asked for approval of the Scottsville Fire Dept. Standard Operating Guide Draft he had emailed on 2/9/10. The following action was taken:

MOTION – Approval of the Fire Dept. SOP's

Made by Trustee Contestabile seconded by Deputy Mayor Gee to approve the Scottsville Fire Department Standard Operating Guidelines as revised and submitted by Fire Chief Emerson, Dated: 2/9/10.

VOTE: 5-0. Carried unanimously.

- Department of Health (DOH) paperwork is on the agenda at Melrems meeting and hopefully by April the Fire EMS will be set.

- Fire Department Inspection will be March 20, 2010 at 9:00 A.M. There is a water rescue drill that day as well. The Banquet is that night at Whittier Party House. Rush Fire Dept. will be filling for Scottsville that night.
- Gutter repair - Fire Chief Emerson has talked to Christa Construction re: correcting the gutter flow problem at the Fire Facility. They are to inspect and remedy.
- Handrail prices have been received and the work will be done in-house.
- Insurance Cost – Mayor Souers and Treasurer Martin recently met with Gary Johnson, Churchville Agency Inc. He provided a breakdown of Premiums for the Village Fire Dept., Village Ambulance and Fire Company which were reviewed by Treasurer Martin (copies on file).

EMS CHIEF MATTHEW JARRETT previously submitted his report via: email, dated: March 9, 2010 and his February 2010 Call Report (on file). He reported:

- Jenna Coates is on leave of absence because of busy her schedule at school and work. She is unable to cover the required percentage of calls to remain an active member. In June her status will be re-evaluated to see if she can become active again.
- The new ambulance will be ready March 23, 2010. It is behind schedule; contractual date was 140 days and it actually will be approximately 210 days to completion. Lesson for the next time is to include a penalty clause in the contract if completion time runs over. On March 29, some members will travel to Ohio to inspect the vehicle and pick it up.
- Cell Phone Use and Issuance Policy – EMS Chief provided a draft Cell Phone Use and issuance Policy for the Board to review and respond with comment.
- Calls for the Month were 20 and 43 for the year. Duty Hours for the month were 572 and for the year 1176. In the last six months there was a 25% increase of people on duty.
- Volunteer Incentive Program Draft, dated: last modified 3/6/10, was previously submitted for review. The consensus of the Board was to have Attorney Skivington review the document for legalities, after which it will be brought back to the new Village Board for approval.

EMS Chief told Mayor Souers, Trustee VenVertloh and Trustee Contestable that it has been a pleasure working with them over years and hopefully will have the opportunity to work with them in some fashion in the future. Trustee Contestable in turn told EMS Chief Jarrett that it was good from the Board's perspective as well because they see that it's not just hanging out at the fire hall; there is a lot of work that goes into making it successful and a well run

organization – from that it's been a great learning experience. EMS Chief thanked the Board members with good luck in their future endeavors.

- CPR CLASS – EMS Chief reported that the March 27th CPR class is full. He hopes to do a quarterly class and will schedule a class with Village/Town employees near the end of the year.
- Security Cameras will be installed next week at the Fire Facility. A lift will be rented to install the security camera. The DPW will be advised in case they have jobs they could use it for while it was available. The installation should be done in a couple weeks.
- Farmers Market – Per Trustee Murray: a site map for the proposed Farmers Market will be provided to the ambulance in case of emergency. She will meet with EMS Chief Jarrett to review.

BUILDING MAINTENANCE COORDINATOR

FRANK WUNDER is out of town, and Via: Fire Chief Emerson there is nothing else new for his report.

PRESIDENT RUSS HOGUE was not present and there was no report.

OLD BUSINESS – None

NEW BUSINESS – None

ADJOURNMENT

MOTION: made by Deputy Mayor Gee seconded by Trustee Contestabile to adjourn the meeting at 6:20 P.M.

VOTE: 5-0. Carried unanimously.

Respectfully submitted by,

Elaine M. Driscoll
Village Clerk