

**ROOSEVELT FIRE
DISTRICT BOARD
MEETING
August 10, 2016**

Meeting was called to order at 8:23 P.M. by Commissioner Garland Moore

Pledge to Flag led by Commissioner Pamela Williams followed by a moment of silent prayer for departed members.

Roll Call: Commissioners Nelson, Williams, and Commissioner Moore were present. Commissioner Tyler was excused, Commissioner Bowdwin was excused, and Deputy Treasurer Trina Sutherland was also excused. Also present were District Secretary Clara Eromosele, District Clerk Dena Alexander, Treasurer John Whitchett, and Attorney Lance D. Clarke.

MINUTES: Regular meeting July 13, 2016 –Commissioner Nelson made a motion to approve the report. Commissioner Williams seconded the motion, 3 ayes.

TREASURERS' REPORT:

July 2016 Report- Commissioner Nelson made a motion to approve the report. Commissioner Williams seconded the motion, 3 ayes

COMMISSIONERS REPORTS:

Commissioner Williams: No Report

Commissioner Nelson – (See attached report) all vehicles have been inspected and received preventive maintenance. The Chief's office should instruct the Department officers to complete the forms for Road side service, which will cut down on the down time for all vehicles and apparatus. The new truck 733, all final equipment is being mounted and the vehicle is ready to go into service. The Hurst tool located on 735 which is an aerial device which is unable to respond to parkways. 732 is at Hendrickson for P&M and repaired to the officer side compartment. The incident of 06-26-2016 looks like about \$2,000 for repairs to the building and \$ 8 to \$10 thousand repairs to the truck. If we cannot relocate the tool we will have to purchase a new Hurst tool at the cost of approximately \$25,000.

Commissioner Moore: No Report

ATTORNEY REPORT – The majority of his report referred to the construction project, contract negotiations and prospective negotiations, which will be reviewed in executive session. Also the Board needs to review the renewal of the Lexis Nexis contract and will also review Westlaw before renewal to see what is offered and whether they can provide a better offer. We have a new representative which is located in Ohio.

CHIEFS' REPORTS- Chief Riddick and Chief Fennell were excused. Chief Wint was in attendance and submitted the LOSAP report via email. Chief Riddick also submitted the Chiefs Report. Commissioner Moore indicated that the Board must speak to the Chiefs concerning the amount of accidents that have occurred recently, we need to discuss some preventive measures and find a way to reduce the number of accidents and the costs associated with the damages.

OLD BUSINESS -

- **Hose #1 / Headquarters Project**
 - Update on acquisition of additional property
 - Michael Mullahey Appraisal Report
 - Commissioner Nelson made a motion to authorize District Counsel to make an offer and negotiate with the owners of 59 Park Avenue, Roosevelt. The Board will make an offer of \$250,000 with \$5,000 down at contract. The anticipated closing date will be in April 2017. Property must be delivered vacant broom clean. Owner must also agree to cooperate with access and the architect's zoning application and approvals. Commissioner Williams seconded the motion, 3 ayes.
- **Headquarters and Hose #3 Lighting Retrofit Project**
 - FSG (Facilitates Solution Group status) Project still held up by PSEG report. PSEG requested two weeks to deliver their report to FSG.
- **TRANE Water treatment services-** This doesn't apply to the District's HVAC system.

NEW BUSINESS -

- **Set Date for 2017 Budget Preparation**
 - 2017 Budget hearing October 18, 2016 (correct date)
- **Insurance Claim for repair of Building and 732**
 - \$2,272.16 approved indemnity payment
 - \$7,434.00 deductible is \$500.00 final payment \$6,934.00
- **Firefighter Museum Resolution**
 - Membership and support of the Nassau County Firefighter Museum and the Educational Center
 - Commissioner Nelson made a motion to approve the resolution and to purchase the Chief's package at \$2,500.00. Commissioner Williams seconded the motion, 3 ayes.
- **Hendrickson quote** (received prior to adjuster report)
 - Repair of door on Unit 732, \$8,411.40
 - Defect List repairs for 735 (difference in Adjusters quote is the Labor; (see Insurance Claim for repair)
- **All Pro Painting quote**
 - To Paint Support Column for Flag Pole \$5,200.00- Tabled for review of additional quotes.
- **Mr. Rooter**
 - Quote to change sink in Utility Room \$1,475.00- Tabled for additional quotes sink quoted is not commercial quality
- **Loyal Business Machines**
 - Lease on IRC5235 is up this month. Attached is replacement Quote

- Commissioner Williams made a motion to approve the quote for the new Canon IRC5240 color multifunctional copier at the cost of \$260 per month lease from Loyal Business Machines. Commissioner Nelson seconded the motion, 3 ayes.
 - **Fire District Election Equipment purchase**
 - **Election Systems & Software Quote \$930.20**
 - Commissioner Nelson made a motion to approve the purchase of the equipment from ESS in the amount of \$930.20. Commissioner Williams seconded the motion, 3 ayes.
 - **RedAlert Voter Registration Software \$3,645.00**
 - Commissioner Nelson made a motion to approve the purchase of the Voter Registration Software in the amount of \$3,645.00 from Alpine (RedAlert) software. Commissioner Williams seconded the motion, 3 ayes.
 - **Quote to Upgrade Servers, Installation of new HUBS and computers**
 - Server upgrade \$2,125.00
 - New CAT5e computer data cables \$1,875.00
 - Commissioner Nelson made a motion to approve the payment to Islandwide Technology in the amount of \$4,000 for the server upgrade and installation of the CAT5e data cable installation.

ITEM NO. 1: PAYMENT OF CLAIMS - 2016-563 through 2016-655 Motion made by Commissioner Nelson to approve payment of claims. Commissioner Williams seconded the motion, 3 ayes.

ITEM NO. 2: PERSONNEL ISSUES:

Vincent Livingston request for 8 day vacation from September 28, 2016 through October 11, 2016.

At 9:02 PM Commissioner Williams made a motion to go into executive session to discuss personnel and legal items. Commissioner Nelson seconded the motion, 3 ayes.

At 10:35 PM Commissioner Nelson made a motion to reconvene. Commissioner Williams seconded the motion, 3 ayes.

ITEM NO. 3 FACILITY RENTAL REQUESTS- Roosevelt Chamber of Commerce Request for 2016-08-13-2016 12 noon to 2:00 PM. Repass for unveiling celebration. General George A. Jones.

ITEM NO. 4 UPCOMMING TRAINING TRIPS FOR APPROVAL - NONE

ITEMS DISCUSSED IN EXECUTIVE SESSION:

1. Commissioner Nelson made a motion to include an additional 30 day suspension off the Chauffeurs list for Clive Fisher In addition the Board has placed FF Fisher on a six month probation once reinstated. Commissioner Williams seconded the motion, 3 ayes.
2. Chief Riddick request to remove Firefighter Lopez from probation is

- approved. Commissioner Nelson made the motion and Commissioner Williams seconded the motion, 3 ayes
3. Commissioner Williams made a motion to approve the quote to paint the flag pole from Walker Painting in the amount of \$1,725.00 Commissioner Nelson seconded the motion, 3 ayes.
 4. Chief Riddick request to Chauffeurs training for Segan Marshall, was not approved as she must have 9 months in the Department prior to coming off probation. In addition Fire police member John Boyd is also not in the Department for 9 months.
 5. Chief Riddick request for use of the department meeting room for September 3, 2016 time to be determined, for a Firearms Safety Course. Commissioner Williams made a motion for approval. Commissioner Nelson second the motion, 3 ayes.
 6. Commissioner Nelson made a motion to approve the request for Chief Riddick and EMT Malik Duff to attend the EMS World Expo held in New Orleans October 3rd to October 8, 2016, pending availability. Commissioner Williams seconded the motion, 3 ayes. FF Segan Marshall is denied as she is still on probation.
 7. Commissioner Williams made a motion to approve the Chief's request to remove Mahogany Sanders from the rolls of the Roosevelt Fire Department. Commissioner Nelson seconded the motion, 3 ayes.
 8. Commissioner Nelson made a motion to approve the training of Chauffeur Derrick Wyche on 732. Commissioner Williams seconded the motion, 3 ayes.
 9. Commissioner Nelson made a motion to approve the request for lettering the rear window of 7310 with Fire Police not to exceed \$250.00. Commissioner Williams seconded the motion, 3 ayes.
 10. Commissioner Nelson made a motion to approve the claim for payment from Ex-Chief Glenn for Memorial Day expenses in the amount of \$165.22. Commissioner Williams seconded the motion, 3 ayes.
 11. Commissioner Williams made a motion to approve the purchase of Lieutenant and Captain Badges for Fire Police as a onetime expenditure. Commissioner Nelson seconded the motion, 3 ayes.
 12. Chief Riddick submitted request for access to the Department's equipment is denied the issuance of all equipment will remain the same with the Commissioners.

ADJOURNMENT

At 10:45 PM Commissioner Williams made a motion to adjourn the meeting. Commissioner Nelson seconded the motion, 3 ayes