

Charlton Fire District Meeting Minutes

August 2, 2022

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on August 2, 2022 at 7:00 p.m.

PRESENT: Pete O'Brien (Chairman), Amanda Gannon, Kevin Riehl (left mtg early), Steve Slattery, Jeff Voigt, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT:

1. Privilege of the Floor

Suspended until next month.

2. Approval of Agenda

Motion to approve the agenda was made by Kevin Riehl and seconded by Amanda Gannon. Approved 5-0.

3. Approval of Minutes

Motion to approve last month's meeting minutes made by Kevin Riehl and seconded by Steve Slattery. Approved 4-1.

4. Chairman's Report

Nothing to report.

5. Treasurer's Report

a. Treasurer's Report presented by Andy LaPatra.

b. Review and audit of bills.

c. Operating Account: \$349,769.28

Payroll Account: \$16,683.50

Apparatus Capital Reserve: \$415,950.96

Equipment Capital Reserve: \$104,714.65

Emergency Capital Reserve: \$25,098.48

Capital Improvement Reserve: \$90,115.11

Bond Account: \$50,774.22

Total ending on Aug 1, 2022: \$1,053,106.20

d. Itemized bills were presented.

e. The 2% check for \$7,360.35 was deposited.

Motion to pay outstanding bills was made by Pete O'Brien and seconded by Steve Slattery. Approved 5-0.

Motion to approve Treasurer's report made by Kevin Riehl and seconded by Amanda Gannon. Approved 5-0.

5. Executive Session

Motion to adjourn to executive session at 7:10 to discuss employment history of a particular person made by Pete O'Brien and seconded by Kevin Riehl. Approved 5-0.

Motion to approve resolution 22-2022-extension to sexual harassment policy procedures made by Steve Slattery and seconded by Jeff Voigt. Approved 5-0.

Motion to return to public session at 7:26 made by Pete O'Brien and seconded by Amanda Gannon. Approved 5-0.

6. Chief's Report

- a. Christian DeCapria presented the Chief's Report.
19 calls for the month:
10-EMS
1-call canceled
1-cover assignment
1-MVA
1-Smoke scare
1-Electrical
1-Good intent
3-Fire alarm
- b. Car 18 mileage as of 8/2 is 65,835 and car 18-0 mileage as of 8/2 is 68,481.
- c. Hose testing has been completed.
- d. Chief requested a W-9 from the treasurer.
- e. Chief requested approval to remove Cheyanne Stone and John Broe from insurance rolls.
- f. Chief requested approval to add Susan Lansley to the insurance rolls.
- g. Chief requested approval to purchase C batteries not to exceed \$40.00.

7. Committee Reports

- a. **Facilities Management (Pete O'Brien)**
Nothing to report.
- b. **Apparatus and Equipment (Kevin Riehl)**
Nothing to report.
- c. **Firematic Training and Fire Prevention Committee (Jeff Voigt)**
Training is occurring.
- d. **Radio Communication and Informational Technology Committee (Steve Slattery)**
A camera review form is being developed for the review panel.
- e. **Staff Relations/Code of Ethics Committee (Amanda Gannon)**
Nothing to report.

8. Unfinished Business

- a. The new boiler arrived and is ahead of schedule. The board is working out details with the attorney regarding the review of the malfunctioning boiler by the installer. The concern for shipping the malfunctioning boiler to ATH for evaluation was addressed as was the lack of proper start up procedures.
- b. The board is looking into options for the installation of a back up heating system in the truck bay. Bid specs are currently being developed. The necessity for a back up system was discussed.

9. New Business

- a. Resolution 11-2014 and driver qualifications were discussed. There was a question on requirements regarding probationary driver qualifications. No further action will be taken at this time.

Motion to approve the removal of Cheyenne Stone and John Broe from insurance rolls and the addition of Susan Lansley to insurance rolls made by Jeff Voigt and seconded by Pete O'Brien. Approved 4-0.

Motion to approve the purchase of C batteries not to exceed \$40 made by Jeff Voigt and seconded by Steve Slattery. Approved 4-0.

10. Adjournment

Motion to adjourn made by Amanda Gannon and seconded by Pete O'Brien 8:03 p.m.
Approved 4-0.