

## MINUTES

1. Meeting was called to order at 6:37 PM. Present were Ron Broas, Stu Carver, Pete Casella, Ken Wilson, Margaret McNamara, Ray McNamara, and Andi Broas
2. Pledge of Allegiance was recited
3. Presentations – 6:30 PM Greg Townsend of Marshall & Sterling  
7:15 PM Zoriana Stawnychy of Stawnychy Financial
4. Proposed Executive Session – none
5. Old business
  1. Approval of 1/4/24 District meeting minutes  
*Motion made to approve the minutes of the 1/4/24 meeting by Ray McNamara, second by Margaret McNamara; all in favor, so carried.*
  2. Pocatello district email – you can log on at mail.pocatellofiredistrict.com
  3. Board policies
  4. LENS program – Ken received updated list; everyone is valid
  5. Code of Ethics – need two members of the public and one fire company or officer member. Joe Mazza & Ron Broas to try to contact Roy (resident) about possibly being on the committee. Cannot hold public meetings until at least Sept. 4<sup>th</sup>. Joe Mazza will try to contact this gentleman. No public meetings until January for now. This item has been tabled. May be able to discuss in April. Ray McNamara will talk to the gentleman for possible May meeting.
6. Communications - public comments on the agenda items
7. Consent agenda -
  - Chief's report
  - Car #2 report
  - Car #3 report (LOSAP)
  - Medical Officer's report
  - President's report

*Motion to accept the Consent agenda made by Ray McNamara, second by Margaret McNamara; all in favor, so carried*
8. New business –
  - Treasurer's report  
*RESOLUTION: Be it resolved that the Pocatello Board of Fire Commissioners accept November's Treasurer's report. Motion made by Margaret McNamara, second by Ken Wilson; all in favor, so carried*
  - Chief would like to purchase 4 air cylinders a year, putting the department on a 15-year cycle to replace all the cylinders. Scott #804722-01 45-minute cylinders, contract #PC69006 AAA Emergency for \$1,538.00 each.  
*Motion to purchase 4 air cylinders a year at \$1,538.00 each made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*

**TABLED ...this will be put out to bid**

***Motion to put the air cylinders out to bid made by Ray McNamara, second by Ken Wilson; all in favor***

- Chief would like to order AA batteries from Interstate Batteries at a cost not to exceed \$200.00  
***Motion to purchase AA batteries at a cost not to exceed \$200.00 made by Ray McNamara, second by Margaret McNamara; all in favor***
- Chief has submitted an estimate from On Site Apparatus for pump service on 153, Tanker 149 and Tower Ladder 150 in the amount of \$1,431.00  
***Motion to proceed with estimate from On Site Apparatus for pump service in the amount of \$1,431.00 made by Ray McNamara, second by Ken Wilson; all in favor***
- Chief has submitted an invoice (order #0001015955-00) from All Gas to fill medical oxygen bottles in the amount of \$115.26  
***Motion to pay order #0001015955-00 from All Gas in the amount of \$115.26 made by Ray McNamara, second by Margaret McNamara; all in favor***
- Invoice #12449 from Fisch in the amount of \$3,642.00  
***Motion to pay invoice #12449 from Fisch made by Margaret McNamara, second by Ken Wilson; all in favor***
- Association of Fire Districts annual dues for 2024 and commissioner's survey  
***Motion to pay annual dues invoice of \$100.00 made by Margaret McNamara, second by Ken Wilson; all in favor***
- Invoice #3636 from Firefly; retainer (50%) in the amount of \$2,375.00  
***Motion to pay invoice #3636 from Firefly in the amount of \$2,375.00 made by Margaret McNamara, second by Ray McNamara; all in favor***
- Update on McNeil & Co. claim #10255208 ... parts came in; work has been done
- ESIP group term insurance proposal – Chief will update
- Updated ESIP contact information
- Discussion on grant writing ... we will not go forward with the grant writing
- Charles Schwab trade confirmation 12/29/23
- Charles Schwab statement for December 2023

9. Committee updates:

Apparatus Committee – Joe Mazza

Budget Committee – Ray McNamara

Buildings and Grounds Committee – Margaret McNamara

Cancer Bill Committee – Ken Wilson

Communication Committee – Ray McNamara  
Insurance Committee – Ken Wilson  
LOSAP Committee – Joe Mazza  
Membership/HR Committee – Margaret McNamara  
Policy Committee - Ron Broas  
Records - Andi Broas  
Website - Andi Broas  
NYS Discovery Law – Ray McNamara

10. Request for additions to the agenda

Board members may request additional agenda items, discussion items or requests for information. This will require a motion and a second with a majority approval.

***Motion to enter into Executive session at 8:40 PM made by Ray McNamara, second by Margaret McNamara; all in favor***

***Motion to enter back into regular session at 8:42 PM made by Ray McNamara, second by Ken Wilson; all in favor***

***Motion to pay invoice #3469 from Firefly in the amount of \$400.00 made by Ray McNamara, second by Margaret McNamara; all in favor***

Upon 30 days, providing there is no contesting the LOSAP points, the Board will give permission to approve the LOSAP program for 2023 effective 2/4/24. Vote was taken on 1/24/24

***Motion was made by Ray McNamara, second by Margaret McNamara; all in favor***

Invoice #18331 from DJ Anderson for repairs to car 3 in the amount of \$821.35

***Motion to pay invoice #18331 from DJ Anderson in the amount of \$821.35 made by Margaret McNamara, second by Ray McNamara; all in favor***

***Motion to end the meeting at 8:44 PM made by Margaret McNamara, second by Ken Wilson; all in favor***