

Draft Copy-Not Approved

Date: 12/27/23

Present: Chairman Sean McHale; Commissioners Bill Blunden, Norman Barkley; Fire Chief Brian Draper; Secretary/Treasurer Jessica Putney; Assistant Chief Cole Pacella & Matthew Draper; Jeremy Tripp

Absent: Commissioner Michael Clouch, Tyler Clemons

1. Meeting Opened: Chairman Sean McHale opened the meeting at 6:00PM.
2. Guest Speaker: N/A
3. Public Forum: N/A
4. Approve Minutes: Motion made Bill Blunden, seconded by Norm Barkley to approve the November meeting minutes as written. No opposed, motion carried.
5. Correspondence: N/A
6. Old Business:
 - A. Policy Updates – Still no progress on this. ESIP offers help with policy writing. Brian Draper will check with them for assistance on this.
 - B. Election Results – 5 year term resulted in 14 ballots for Sean McHale and 2 ballots for Jeremy Tripp. 3 year term resulted in 16 ballots all for Jeremy Tripp.
7. New Business: (See Approvals)
 - A. Pay Raises and Benefits – Proposed increases at budget time were as follows: Brian Draper 3% \$23.08 to \$23.77/hour, Cole Pacella & Matt Draper \$17.92 to \$20/hour, Spare Drivers \$15.45 to \$20/hour, Secretary/Treasurer 3% \$12,730.80 to \$13,112.72 per year. The employees are to contribute 12% of the insurance costs. The Fire District will fund part of the Health Savings Account in the amount of \$6,480 per employee. This will be funded in January. Need to develop a policy for the handbook. Looking forward at wages, we are going to do our best to be competitive with surrounding districts. We will also make a note to visit the wages again in June 2024.
 - B. Cancer Insurance – Our current policy is from May 2023-May 2024 with VFIS. According to ESIP, the cancer insurance has to be January –January. Will switch from VFIS to ESIP for cancer coverage as well.
 - C. The 2024 Organizational Meeting will be held on January 10th @ 6PM.
8. Finances: (See Financial Approvals)
 - A. Adjustments – N/A
 - B. Treasurer’s Report- Beginning balance was \$401,841.77 plus \$18.04 interest. Total expenditures for the month including bills and payroll were \$74,125.78 leaving a spendable balance of \$327,734.03. *Reserve Fund Balances:* #1-Turnout Gear \$13,790.46; #2-Pumper \$10,964.19; #3-Repair \$864.52; #4-Aerial

\$81,100.34; #5-SCBA \$60,190.27.

9. Chief/Head Fire Driver Report: Attended a training class on stipends for volunteers and wages for fire districts. Jessica Putney will check with AFDSNY to see if they can point us in the right direction on the proper way to pay overtime. Haven't heard anything back on the roof repairs from MTL Construction. Need to reach out to Rural Development about refinancing to add on a truck bay in the future. Jessica Putney will reach out to her contact with Rural Development.
10. Executive Session: N/A
11. Adjourn: Motion made by Bill Blunden, seconded by Norman Barkley, to adjourn at 6:43PM. All in favor, motion carried.

APPROVALS/MOTIONS:

- Motion made by Bill Blunden, seconded by Norman Barkley, to approve the pay increases and benefits as proposed in the 2024 budget. No opposed, motion carried.
- Motion made by Norman Barkley, seconded by Bill Blunden, to switch cancer insurance providers from VFIS to ESIP. All in favor, motion carried.

FINANCIAL APPROVALS:

- Motion made by Norman Barkley, seconded by Bill Blunden, to approve the monthly bills, payroll, and line item adjustments as documented and reported by the treasurer and reviewed by the Board. All in favor, motion carried.

Excellus health insurance \$4,718.96 monthly

Guardian Dental Insurance \$174.09 monthly

Jessica Putney, Secretary/Treasurer

Carthage-Wilna Fire District