

# Nichols Fire District Monthly Meeting

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**March 17, 2015**

## **Attendees**

Commissioner Doug Doyle  
Commissioner Rick Perachio  
Commissioner Ron Butz, Sr.  
Tax Collector Hank Owen  
Treasurer Barbara Plofkin  
Chief J. Brian McGovern

Station 1 Kitchen Project Committee Members:

- Lt. Marc Hilinski
- D/C Robert Tomas

New Rescue Committee Members:

- Assistant Engineer David Gillis
- D/C Robert Tomas

Absent

Secretary Curt M Robinson

Transcribed by Secretary Robinson from digital recording:

Meeting called to order at 19:40 – There was no published agenda, used the general format.

## **1. February 2015 Meeting Minutes**

Commissioner Doyle asked if there were any questions about the report that was presented.

Motion made by Commissioner Perachio, seconded by Commissioner Butz. Passed unanimously.

## **2. Tax Collector Report**

Mr. Owen presented his written report. Collections for the month of January were just over \$5,000. On the first page there was a credit of \$3,400, \$3,200 of which was from a grant from the State related to transportation.

Mr. Owen believes he had passed on a letter from a previous year. He will get us the name of the contact.

Commissioner Doyle commented that they may want to sign this over to the Department, as a replacement for the previous amount for incidents on the highway, which is no longer provided.

Mr. Owen also commented that his laptop is about 8-years-old and is slow and out of date. He is requesting that Secretary Robinson look at the computer and possibly replace the system.

Motion to accept by Commissioner Butz and seconded by Commissioner Perachio as published. Unanimously approved.

### 3. Treasurer's Report

Treasurer Barbara Plofkin presented her written report.

- She noted that she made a request for \$50,000 to be transferred into the operating accounts.
- We're roughly 66% through the year, but only 52% of the funds have been spent.
- The request had been made by the Treasurer to increase the check signature amount for a single signature from \$5,000 to \$10,000. This had been discussed with the accountant and as long as a policy is implemented and followed, there are no issues. There was discussion. Commissioner Doyle made a motion to make this change. Anything above \$10,000 still requires two signatures. It was seconded by Commissioner Perachio and was unanimously agreed upon.

Motion to accept the report by Commissioner Perachio and seconded by Commissioner Butz. Unanimously approved.

### 4. Introductory Interviews

None

### 5. Old Business

- Status, Station 1 Projects – Marc Hilinski, Chairman  
A contact was presented and needed to be signed. The contractor wants to start the first week of April. A work schedule, along with a payment schedule was presented. Discussion about the start date. Discussion about the payment schedule and the desire to have the contractor make requests for each payment, and the Chair of the committee signs off on each step, prior to payments being issued. Chairman Hilinski will be obtaining insurance certificates, in the amount of \$1M and worker's compensation. In addition, a "release of lien" statement will have to be signed by each sub-contractor as work is completed. The Committee Chairman was asked to provide a final "turn key" estimate for the project. He reported that he has the number, minus the components from Rural Gas. Discussion about the requirements to start the project was made.

Motion to proceed on the project once the requirements are met and documentation is provided was made by Commissioner Doyle. Unanimously approved.

- Status, Rescue/Engine New Truck Committee – Dave Gillis, Chairman.  
Chairman Gillis reported they had just returned from a meeting at GK. He reported that Ron Butz, Jr. and Joseph Clark have resigned from the Truck Committee. There was discussion about the reasons for this. Current members are: David Gillis, Robert Tomas, James Allan and Curt Robinson. Meeting at GK was successful, changes were outlined and discussed.
- A budget "Work Session" will be held Tuesday, March 24 at 19:00 to review the proposed budget. Some specific items commented on by Chief McGovern:
  - "Building Improvements" included the re-paving of the parking lot and front apron of Station #1 and the fire escape at Station #1.
  - Budget costs were adjusted to reflect historic actual costs over the past 3-years.

- Rear garage project has been removed
- Increases to “Training and Education” were made to offset anticipated State cuts that would impact training
- Budget includes the “Administrative Assistant” position
- Reductions were made related to turnout gear as we have come close to outfitting everyone
- Capital Equipment costs do include some items for the new Rescue.
- Capital Reserve contribution was increased from \$50,000 to \$100,000

Meeting adjourned approximately 21:00, as there was no specific time given in the recording.

Respectfully Submitted,

Capt. Curt Robinson  
Secretary  
Nichols Fire District