

Board of Fire Commissioners

Greenfield Fire District
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The December 28, 2020 Commissioners Year End Close of Books Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Michael Chandler at 7:07 PM.

Present were:

Commissioners Chandler, McGowan, Russo; D/A & Treasurer Petkus, SK/PA Ranck. Excused: Commissioner Dussault. Please see sign in sheet for others in attendance.

Flag salute/moment of silence for departed members.

Approve Minutes: December 9, 2020 Commissioner Meeting Minutes as written.

RESOLUTION #239 APPROVING THE DECEMBER 9, 2020 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve the December 9, 2020 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Payment of Bills:

Treasurer noted a couple more invoices were added to abstract; My Techs, WEMS and O'Leary Overhead Door. Brief discussion continued.

Commissioner Chandler questioned the two invoices emailed from Chazen; the Treasurer noted they were both paid and Chazen has received the checks but they have not yet been cashed.

RESOLUTION #240 TO PAY ABSTRACT #24, VOUCHER #200564 THROUGH VOUCHER #200599 FROM THE GENERAL FUND, TOTALING \$36,922.46.

A3410.1	\$ 11,698.13
A3410.2	8,327.98
A3410.4	16,001.45
A9000.8	894.90

Total:	\$ 36,922.46

MOTION: Chandler

SECOND: Russo

RESOLVED to pay Abstract #24, Voucher #200564 through Voucher #200599 from the General Fund, totaling \$36,922.46.

VOTE: All in favor, motion carried.

Firefighter Applications/Changes in Membership:

Firefighter Changes in Membership:

- Co #4: Vincent LaClair, moved out of district. Discussion continued.

Auxiliary Applications/Changes in Membership:

Auxiliary Applications for Membership:

- None.

RESOLUTION #241 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGE IN MEMBERSHIP.

MOTION: McGowan

SECOND: Russo

RESOLVED to give the Chairman of the Board permission to sign off on firefighter Change in Membership.

VOTE: All in favor, motion carried.

Special Topics of Discussion:

- Year End Close of Books: Lengthy discussion continued, with several changes made to the year-end worksheet.

RESOLUTION #242 MOVING \$80,000.00 TO THE BUILDING RESERVE FUND AND \$28,226.99 TO THE EQUIPMENT RESERVE FUND.

MOTION: Chandler

SECOND: Russo

RESOLVED to move \$80,000.00 to the Building Reserve Fund and \$28,226.99 to the Equipment Reserve Fund.

VOTE: All in favor, motion carried.

RESOLUTION #243 ADOPTING ALL CLAIMS AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET; AND GIVING THE TREASURER PERMISSION TO MOVE MONIES AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET.

MOTION: Chandler

SECOND: Russo

RESOLVED to adopt all claims as discussed and listed on the year end worksheet; and giving the Treasurer permission to move monies as discussed and listed on the Year end Worksheet.

VOTE: All in favor, motion carried.

- Special meeting set for Monday, January 4, 2021 at 7:00 pm; Joyce to advertise.

- Approval of 2021 Chief Officers

**RESOLUTION #244 APPROVING THE 2021 CHIEF OFFICERS,
EFFECTIVE JANUARY 1, 2021, AS FOLLOWS:**

**DISTRICT CHIEF: JONATHAN DAVIS
ASSISTANT CHIEF CO #1: WILLIAM COFFEY
DEPUTY CHIEF CO #2: PHILIP RICHARDS
ASSISTANT CHIEF CO #2: DERRICK BARSS
DEPUTY CHIEF CO #3: JAY ELLSWORTH
ASSISTANT CHIEF CO #3: EDWARD PETKUS
DEPUTY CHIEF CO #4: DUANE BOGARDUS**

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the 2021 Chief Officers, effective January 1, 2021, as follows:

District Chief: Jonathan Davis
Assistant Chief Co #1: William Coffey
Deputy Chief Co #2: Philip Richards
Assistant Chief Co #2: Derrick Barss
Deputy Chief Co #3: Jay Ellsworth
Assistant Chief Co #3: Edward Petkus
Deputy Chief Co #4: Duane Bogardus

VOTE: All in Favor, motion carried.

Chief Officers sworn in by Chairman Chandler.

Dispense with the reading of the minutes:

**RESOLUTION #245 DISPENSING WITH THE READING OF THE
MINUTES.**

MOTION: Chandler

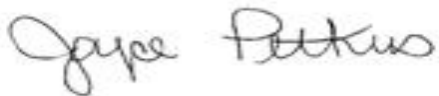
SECOND: McGowan

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Chandler with a second from Commissioner Russo to adjourn the meeting at 7:35 PM. All in favor, motion carried.

Respectfully submitted,



Joyce Petkus
District Administrator/Treasurer

2020 Year End Monies - FINAL

	Beginning Balance	Expenses	Ending Balance
General Fund balance as of 12/21/2020	\$283,675.24		
1/8/21 payroll (PP 12/19-12/31/2020)	Estimated (incl. OT of \$300)	\$6,000.00	
December 28, 2020 Abstract #24		\$36,922.46	
Sub Total			\$277,675.24
Carryover			
Unreserved FB for Jan/Feb operations		\$65,000.00	
Transfer of Funds to Annual Install/Insp. FB (A915)		\$8,800.00	
Sub Total			\$166,952.78
Encumbered			
A3410.2 Account	TO ACCOUNTS	Amount	
Amazon.com (VISA) - iPad chargers	Computers	\$43.96	
Microsoft (VISA) - Security laptop software	Computers	\$249.99	
My Techs - Co #3 TV	Computers	\$1,462.80	
Fire End & Croker - 2" hose	Hose	\$400.00	
Amazon (VISA) - ozone generators	Misc. Equipment	\$999.80	
Fire End & Croker - turn out gear	PPE	\$39,000.00	
Feld Fire - Co #3 water rescue helmets	Rescue	\$166.63	
Center for Security - D/O and Co #1	Security System	\$3,905.00	
Sub Total A3410.2		\$46,228.18	
A3410.4 Account	TO ACCOUNTS	Amount	
Beyer Fleet - vehicle cages	AMR	\$1,485.50	
Emergency Veh. Upfitters - vehicle cage installs	AMR	\$1,500.00	
Lowes CC - antifreeze	AMR	\$19.92	
Vander Molen - 293 repairs (held per Chief)	AMR	\$263.75	
Badge and Wallet - Merit awards/holders	Annual Meeting	\$486.00	
Badge and Wallet - Medals of Honor/Valor	Annual Meeting	\$126.00	
Garrison Fire & Rescue - 24' ladder for training building	Fire Training	\$900.00	
Amazon(VISA) - Drone SD card	Ops	\$39.98	
Olde Bryan Inn (VISA) - Staff lunch	Ops	\$212.52	
Chazen - 5/18/2020 changeorder	RBMG	\$1,800.00	
Lowes CC - door lock, carpet runner, Co #1 phones	RBMG	\$283.55	
Town of Greenfield - Morton Salt	RBMG	\$1,971.12	
Rudnicks - uniforms	Uniforms	\$2,700.00	
Walmart (VISA) - Coat for Larry	Uniforms	\$29.75	
Sub Total A3410.4		\$11,818.09	
Sub Total Encumbered			\$58,046.27
Ending Balance			\$108,906.51
2020 General Fund Interest	Building Reserve Fund	\$679.52	
Ending Balance			\$108,226.99
Reserves	Reserve Balances as of 11/30/20 Bank Reconciliations	To Deposit	2020 Reserves YE Totals
Building Reserve	\$522,980.62	\$80,000.00	\$602,980.62
Equipment Reserve	\$478,223.93	\$28,226.99	\$506,450.92
SCBA Reserve	\$122,385.13		\$122,385.13
Ladder Reserve	\$535,646.12		\$535,646.12
Final Ending Balance (should = 0)	\$1,659,235.80		\$0.00

2020 YEAR END MONEY DISBURSEMENTS

Withdraw:	\$	108,906.51	from SNB MM account #22012898
Transfer:	\$	28,226.99	into SNB Equipment Reserve Account #32006056
Write check to Greenfield Fire District for:	\$	80,679.52	Deposit into BSNB Building Reserve Account #707102707
Final Total (should = 0)	\$	(0.00)	