

VILLAGE OF LYNDON STATION  
Special Board Meeting Minutes  
September 15, 2013

The meeting was called to order by President David Klicko at 4:02 p.m. The roll call was taken by the Clerk. Present were President David Klicko and Trustee William Blank. Trustee Rebecca Coley joined the meeting at 4:03 p.m. Absent was Clerk Lori J. Scully. Citizens present as per the sign in sheet.

The purpose of the Special Meeting was to meet with Fire Chief Larry Whaley, Assistant Chief Troy Madland and Assistant Chief Ben Hall to discuss present and future issues in the Fire Department.

Fire Chief Larry Whaley said things are going very well in the Fire Department. Trustee Blank said the meeting is being held to keep the lines of communication open between the Fire Department and the Village Board and if a meeting is necessary with the whole Fire Department, the Village Board is more than willing to work with the members. Fire Chief Whaley said the negativity is gone and he is going to ask the members if they would like to meet with the Village Board. The Chief's all said that things are going well. Trustee Blank said that all the things that the Village Board tried to make clear were under the advice of the Village Attorney and perhaps the members were not aware of that. President Klicko asked if there was anything or issue that should be changed in the future. He also discussed the Fire Department Operating Budget and how a surplus could go into a Vehicle Replacement Fund targeted towards new trucks. He continued to say that a percent of fundraisers could be targeted towards vehicle replacement if the Department wished to do so. Discussion took place about fundraising and the donations that are received as they are sometimes targeting where the Fire Department how they can spend the funds. President Klicko said the Interstate Account is money to reimburse the taxpayers of the costs from the Operating Budget. Assistant Chief Madland said the expenses are spent and some of the money should go back to the Fire Department for gas to cover that portion. President Klicko said the Operating Budget already has the gas included. Discussion took place on the type of calls for the Fire Department. Trustee Coley said that if the Fire Department is over budget, the Village still pays for what is due in wages and expenditures. Fire Chief Whaley said some of the Interstate (Funds) Calls could go towards a new truck. President Klicko explained the process of the Interstate Funds and how some calls that the Clerk bills are not received. Discussion took place regarding the Operating Budget if funds are left over at the end of the year. Trustee Blank asked if the Fire Department had \$1,000 left over at the end of the year and targeted that towards vehicle replacement, then the Village could match that \$1,000 as a matter of good will from the Interstate Account. Trustee Coley said if nothing was left over in the Operating Budget at the end of the year, she wants the members to understand the process.

President Klicko discussed the time sheets he set up in Excel for use by the Fire Department. If time sheets were done monthly, the Clerk could give this to the auditor and could save money. At this time, the Village Board has no idea of the cost of the annual audit. He also said if all the reports were done monthly, it gives a more accurate balance.

President Klicko said the water use has to be reported to the Clerk so she can give this to Steve in the Water Department. The monthly time sheet tally sheet could report water usage.

Another issue President Klicko brought up was the use of personal vehicles on the way to the Fire House. He explained an issue that went to the Supreme Court regarding an accident on the way to a fire. Lights and sirens are not allowed in personal vehicles. The SOP's are being reviewed by the Village Attorney for any Statute change. Discussion took place regarding personal vehicles and calls when the fire fighter comes across an accident or fire without their gear. Fire Chief Whaley said the only way he

would allow use of a personal vehicle is if he receives a letter from the fire fighter's insurance company that they would be covered.

President Klicko discussed the sale of any equipment and how it is accurately recorded. He would like a list of all equipment owned and give that information to the Clerk. Pictures could be also taken of the expensive equipment. Any Fire Department records should not be destroyed and if a record is to be given out the Clerk is responsible for all that information.

President Klicko said the Fire Department meetings need to be posted and explained the quorum process. This is something that has not been practiced. He isn't sure if other departments post their meetings. Discussion took place regarding the lack of members at a Fire Department meeting. It needs to be posted in three places. Roberts Rules of Order need to be practiced.

Trustee Coley made a motion to adjourn, seconded by Trustee Blank, three ayes carried. Meeting adjourned at 5:02 p.m.

Respectfully submitted,

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David G. Klicko, Village President