

January 15, 2026 Regular Meeting West Sand Lake Board of Fire Commissioners

The regular meeting of the West Sand Lake Board of Fire Commissioners was called to order at 7:00pm by Commissioner Bell. Those present were Commissioner Bell, Commissioner Deutsch, Commissioner Ellis, Commissioner Hogle and Commissioner Hull. Chief Crosier, 1st Assistant Chief Gazeley, Ed Heffern, Administrator as well as Secretary/Treasurer Deutsch.

Treasurer's Report:

Building Account \$1,352,487.86 General Checking Acct \$ 46,663.58

Equipment Account \$ 808,052.20 General Savings Acct \$ 97,657.35

Total All Accounts: **\$2,304,860.99**

The balance of the LOSAP Schwab One Brokerage account as of 12-31-2025 was \$1,188,422.20

Emergency Purchase Orders between meetings: **None**

The Treasurer discussed the Budget Report and noted that the final 2025 will be presented in February.

Commissioner Hogle made a motion to approve the Treasurer's report, seconded by Commissioner Hull. Motion carried.

Secretary's report:

The secretary provided the minutes from the regular meeting December 18, 2025. **Commissioner Ellis made a motion to approve the minutes, seconded by Commissioner Hull. Motion carried.**

The January/February calendar of events are as follows: Fire Company meeting, Organizational Meeting, Board meeting, Succession Planning workshop.

PO Request for office supplies NTE \$300. **Commissioner Hogle made a motion to approve a PO to WB Mason NTE \$300, seconded by Commissioner Ellis. Motion carried.**

The Purchase Order list was reviewed: No changes

Secretary Deutsch brought up the discussion of the Secretary's position. She noted with the increased hours are her day job, it was getting increasingly difficult to get down to station on a daily basis and thus was spending hours in the evening and weekends down there getting stuff done. She informed the board that she had someone interested in the Secretary position, Joanne Poirier, and the hours would work well for her. Joanne has plenty of experience in running an office and Carrie felt she would pick up on everything quickly. Carrie stated she would train Joanne and be available to help as needed. During this training period both will be paid for hours worked.

Commissioner Hogle made a motion to approve Secretary Deutsch's resignation upon the completion of training of the new Secretary, Joanne Poirier. Motion was seconded by Commissioner Ellis. Motion carried.

Administrative Assistant Report:

Ed reported to the board that he had applied for an Infrastructure Fire Grant for \$1,000,000. He explained because our budget was high there is a smaller chance of us getting it. He said that Senator Ashby and Assemblyman Benedet had written letters of recommendation for our department.

Ed also provided the LOSAP report for 2025 to the board. He told the board they needed to vote to approve the posting of the LOSAP points so that in 30 days he and Carrie can complete the rest of what Firefly Admin needs.

Commissioner Deutsch made a motion to approve the 2025 LOSAP points as presented, seconded by Commissioner Ellis. Motion carried.

Ed will post the LOSAP points and notify members to review.

Commissioner Ellis made a motion to approve the Administrators report, seconded by Commissioner Hogle. Motion carried.

CHIEFS Report:

The Fire Company accepted applications for three new members. They are currently going through background checks.

Physicals have been set up for March 24th beginning at 6PM. Members have been made aware that all paperwork is to be completed before they show up for their appointment. If they show up without the paperwork completed, they will be turned away and told to meet with the board to explain why they will need to make another appointment. Also, if they are unable to attend on March 24th, they need to get an excusal from the board ahead of time.

Apparatus will be going out for yearly service and inspections.

The airline to 43-9 has been relocated to fit better. This was done by Rick Roehr.

Purchase Orders:

- \$650 to Quinn's to replace rear brakes on Old Car 2.

Commissioner Ellis made a motion to approve the PO to Quinn's NTE \$650, seconded by Commissioner Hogle. Motion carried

- \$600 to Pioneer Card for the purchase of UFO Orbiter Flares and Arrow Safety Lights from Darkwing.

Commissioner Ellis made a motion to approve the PO for the Pioneer card for the flares and safety lights NTE \$600, seconded by Commissioner Hull. Motion carried

- \$250 to BoundTree to purchase a glove box dispenser.

Commissioner Deutsch made a motion to issue a PO NTE \$250 to purchase Glove Box dispenser, seconded by Commissioner Hogle. Motion carried.

- PO to Quinn's for small vehicle PM NTE \$3,000

Commissioner Hogle made a motion to issue a PO NTE \$3,000 for small vehicle PM at Quinn's, seconded by Commissioner Bell. Motion carried.

- PO to Firematic Supply NTE \$10,000 for Large Apparatus PM.

Commissioner Deutsch made a motion to issue a PO NTE \$10,000 to Firematic Supply for large apparatus PM, seconded by Commissioner Hull. Motion carried.

The Chief reported that Steve Rohl would like to take a training at the National Fire Academy on Fire Investigation. The board discussed the training and the Chief's and Board decided that because that would not be of benefit to the Department, they would not approve the training. The Chief will let Steve know.

Commissioner Hogle made a motion to approve the chief's report, seconded by Commissioner Ellis. Motion carried.

Communications: None

Fire Company Report:

- Banquet is 3/28. Sign-up sheets will be up soon
- Fire Co is participating in the annual Chili Cook Off at Brown's Brewery on 3/22/26
- Company Picnic is 7/18/26

Building & Grounds:

- **Allen Key** for Office. Frank located an Allen Key that fits the door. Commissioner Bell requested they find or purchase a second one. Secretary to put key on lanyard to hang near the door.
- The porcelain convenience in the men's room that was previously defective has been replaced.
- Frank will have a report at the next board meeting regarding building more space for Station.
- PO for plumber to replace the toilet NTE \$1,000.

Commissioner Ellis made a motion to issue a PO to Quest Plumbing, cancel the Cintas, seconded by Commissioner Deutsch. Motion carried.

- PO to Mangione NTE \$1,200 for a crash bar and FOB on new door into Rec Room. Board will pay for the FOB and the Fire Company will reimburse for the crash bar.

Commissioner Ellis made a motion to issue a PO to Mangione NTE \$1,200 for a crash bar and FOB on new door to rec room, seconded by Commissioner Hogle. Motion carried.

OLD BUSINESS: None

NEW BUSINESS:

- Commissioner Hull will not be at the February meeting as he will be on vacation.
- Board of Elections to use Hall on 6/23/26 and 11/3/26.
- Annual Retainer contract from the Fire District's attorney, Nicole Strippoli for the 2026 year was discussed. No annual retainer, and hourly fee remains the same at \$285 per hour.

Commissioner Deutsch made a motion to have the Secretary to sign the contract and return to the attorney, seconded by Commissioner Ellis. Motion Carried.

Commissioner Hull brought up the condition of the Command Vehicles. He stated that they need to always be clean inside.

GOOD & WELFARE:

Succession Planning workshop – 1/22 @ 7pm

Next regular Board meeting – 2/19/2026 @ 7pm

AUDIT BILLS: Commissioner Deutsch made a motion to approve all bills as presented seconded by Commissioner Hogle. Motion carried.

PURCHASE ORDERS:

1. PO for Pioneer card to purchase a UFO Obiter Flares and Arrow Safety Lights from Darkwing NTE \$600.
2. PO for BoundTree for Glove box dispenser NTE 250
3. PO to Quinn's for replacement of rear brakes on 2017 Tahoe NTE \$650
4. PO to Mangione for crash bar and FOB NTE \$1,200
5. PO to Quest Plumbing NTE \$1,200 for new toilet

6. PO to Quinn's NTE \$3,000 for small vehicle PM
7. PO to Firematic Supply NTE \$10,000 for Large Apparatus PM

Commissioner Deutsch made a motion to approve the bills as presented, seconded by Commissioner Ellis. Motion carried.

EXECUTIVE SESSION: - None

Commissioner Hogle made a motion to adjourn at 8:09pm, seconded by Commissioner Ellis. Motion carried.

*Respectfully Submitted,
S. Carrie Deutsch
Fire District Secretary*