

# CITY OF OGDENSBURG, NEW YORK

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Office of the City Manager

**TO:** City Council

**SUBJECT:** Council Update

**DATE:** January 2, 2020

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## **Fire Department Annual Report**

Please find attached the 2019 Fire Department Annual Report from Chief Mike Farrell.

## **Parks and Recreation Department December report**

OVERTIME - The following is a breakdown of overtime for the Parks and Recreation Department's full-time staff for December:

-Stand-by (straight-time): 18 hours

-Overtime (other): 27 hours – Rink, plowing and sanding, flags

### DOBISKY ROOM USAGE:

Paid Large Room – 21 hours

Paid Small Room – 0 hours

Paid Combined Room – 0 hours

Non-Profit Use – 78 hours

### LOCKWOOD ARENA ICE USAGE:

Hours Paid Rentals – 141.25 hours

Parks & Recreation Programs – 44 hours

Public Skating Total Attendance – 560 people

ICE PROGRAMS - Day skating programs were held in December and will continue in January on Tuesdays and Thursdays from 9-11 a.m. These programs are open to everyone.

SKATE WITH SANTA – The Department's annual Skate with Santa event was held on Dec. 14 at the Lockwood Arena with 41 children and 40 adults attending.

SANTA'S MAILBOX – A total of 244 letters were mailed out as part of the Department's Santa's Mailbox program. The mailbox was placed in front of the Dobisky Center on November 22 and was removed on December 19.

FALL/WINTER PROGRAMS - The Department continues its Fall/Winter Programs.

- **Introductory gymnastics** for youth, ages 4-7 and 8-11, ended December 7. The Department saw a total of 53 registrants during this fall session.

- **Biddy Basketball**, a basketball program for both boys and girls, will continue on Saturdays until February 1. Thanks to a donation from “The Freddie” basketball tournament committee, all youth interested will be able to participate for free. A total of 145 youth registered for the program.
- **Sunday Family Swim**, held from 1-3 p.m. at Ogdensburg Free Academy’s pool, begins January 5 and will end March 1. This program is free and for the general public.

## **OGDENSBURG FIRE DEPARTMENT ANNUAL REPORT**

### **Ongoing Activities**

All NYS certified firefighters given the minimum 100 hours training. Much more but this meets NYS Standards to stay certified. Done in-house (Department's Municipal Training Officer and Officers) and through County and NYS Fire Instructors.

All NYS Certified Emergency Medical Technicians train and recertify every three years to meet NYS regulations. EMT's instructed by Ann Smith from FRRHPO.

Four Assistant Chiefs and Fire Chief receive 24 hours of NYS Code Enforcement Training to renew their Code Enforcement Official certificates. Done at various code conferences. (Lake Placid, Syracuse, Rochester) throughout the year. All other Building Safety Inspector officials receive their 6-hour training during the year.

Twelve members of the OFD continue to be members of the St. Lawrence County Hazardous Material Team responding throughout the County and training when the County has State Fire Instructors in the County.

Five OFD members continue to CPR train all other OFD members, Ogdensburg Police Department members, law enforcement agencies, Ogdensburg Bridge and Port Authority, school coaches, City employees, local businesses and organizations. All OFD Officers instruct many local businesses on the use of fire extinguishers and safety plans within their facilities.

OFD continues to train with the Ogdensburg International Airport, Ogdensburg Bridge and Port Authority, Hepburn Claxton Medical Center, and Riverview and Ogdensburg Correctional facilities. These facilities use the Department and the OPD to gain their training needed for State and Federal accreditation with their various agencies. OFD also trains with Ogdensburg Volunteer Rescue Squad on certain EMS/Rescue related emergencies.

Each first Monday of the month, all members train, inspect and document with the Department's air packs on the apparatus and in the utility trailers.

Each Friday all members inspect and operate all small engines (saws, fans, extrication equipment) for proper operation. Also inspect the aerial ladder on our Quint Truck.

Each morning and evening shift, all members check in and inspect each apparatus and all the EMS equipment inventory for proper function and use.

OFD members attempt to perform all equipment and building maintenance at the station. Equipment (HVAC, overhead doors, generators etc.) will be repaired by certified technicians.

OFD performs various EMS operations at local sporting events when requested (Van Dusen etc.).

All OFD shifts will continue to do walkthroughs and preplans for all high hazard facilities in the City such as the Ogdensburg Housing Authority, CHMC, correctional facilities, and nursing homes.

Duties performed on a cyclical monthly basis within the OFD are described below.

## **JANUARY**

Will soon be preparing specifications and starting the bidding process on the purchase of a new Pumper to replace Engine 2 which is out of service permanently.

All Firefighters are annually fit-tested to wear the necessary air packs and SCBA equipment needed during firefighting operations.

All members also will receive the mandatory 10-hour OSHA annual training.

All members will be evaluated by their supervisors for the previous year.

City Manager and Council will receive the annual Fire Report from the Chief which will outline all data from the Department for the previous year.

Each member will refresh and take part in the annual Ice Rescue Training in the St. Lawrence or Oswegatchie River if the weather warrants it.

The Department applies for the Assistance to Firefighter Grant to acquire funding for equipment, safety operations etc.

## **FEBRUARY**

The Department will apply for the 2020 Walmart Community Grant. If awarded, this grant funds much of our fire prevention activities for the year.

Code Enforcement duties – All Certified Code Enforcement Officials and Building Safety Inspectors will begin their initial annual inspections of all public assemblies and 1/3 of the commercial businesses in the City. They perform fire and property maintenance inspections.

Annual aerial ladder and ground ladder testing will take place with American Ladder Company. Repairs will be done in-house if needed.

## **MARCH**

Code enforcement duties continue with initial annual inspections of the public assemblies and commercial occupancies.

The Department will participate in the Ogdensburg Expo in any capacity requested by the Ogdensburg Boy's and Girl's Club.

All Sexual Harassment Prevention Training, Workplace Violence Prevention Training and IT Training must be completed by all members of the Department.

## **APRIL**

Continue to re-inspect the commercial properties and public assemblies until compliance is at 100% throughout the City. At times, this may take several different re-inspections.

The Department always participates in Touch a Truck Day which is very successful for public relations as well as fire prevention instruction.

All smaller utility vehicles will have their oil changed and inspected.

Our 12' inflatable Zodiac will be serviced and will be put in the bodies of water to ensure it's ready to use. This boat will be continuously used for training in the St. Lawrence and Oswegatchie Rivers for the entire season. This watercraft is called on often for Mutual Aid throughout the County for rescues and recoveries.

## **MAY**

All engines and the Aerial Quint will have their grease, oil, lube and filter work completed during their Heavy Duty NYS Inspection.

All small-diameter hose is tested by various shifts to ensure proper functions. Any hose needing repair will be taken out of service until completed. The testing is done with the use of our in-house hose tester at the NFPA recommendation of pressure and duration.

All LDH will be inspected for damage and will be repaired, replaced or put out of service.

## **JUNE**

Three weeks of hydrant flushing will take place to clear the City mains and to find any repairs needed to the hydrants. Repair data will be shared with the Department of Public Works, which undertakes the repairs.

The Department assists BOCES with its Criminal Justice Class. This class is trained by the Department at our station in many aspects of emergency services such as firefighting, search and rescue, EMS, Hazmat, aerial operations, etc.

The Department performs many days of fire prevention and public relations in the Ogdensburg City School District before the school year ends.

The Department assists the Parks and Recreation Department and the Public Works Department in cleaning many of the City's recreational facilities. This also gives the firefighters ample time to do pump training with our trucks.

The Department provides EMS at the Duathlon.

The Department conducts walkthroughs at the Wastewater Treatment Plant and the Water Filtration Plant for all shifts. This will be even more important in 2020 as the Wastewater Treatment Plant construction is underway.

## **JULY**

Prepare the station for many tours that will arise due to the upcoming Seaway Festival celebration. All equipment is cleaned and waxed during this time.

The Department provides EMS at the Children's triathlon, and also at the Duathlon.

Provide assistance to other City departments for Seaway Festival, host the Kid's Games at Seaway Festival, and provide standby at the Seaway Festival fireworks.

Have fire prevention inventory to hand out to Station visitors.

### **AUGUST**

Assist at the Duathlon with EMS.

Train with the Ogdensburg International Airport for all shifts. This consists of familiarization of the aircrafts and firefighting apparatus at the Airport. All members will drive and operate the AARF truck including Pump Panel.

### **SEPTEMBER**

All engines will have their pumps tested and serviced.

Purchase all Fire Prevention Program inventory for the upcoming Fire Prevention Month in October. These include CO detectors, smoke detectors, batteries and elementary school handouts such as badges and helmets.

### **OCTOBER**

All schools, preschools, housing projects and the Boy's and Girl's Club will receive fire prevention training. Many schools also do Station tours. Fire Safety days are participated in at many of the community businesses and civic organizations. Halloween activities are participated in within the community.

CMHC often begins their disaster drill meetings for the year which the OFD takes a major role in and usually is the Incident Command Agency.

The OFD Door to Door smoke and carbon monoxide battery check is conducted throughout the month of October and can lead into November because of its success.

### **NOVEMBER**

All trucks are serviced in-house to prepare for winter months. Engine pumps are drained. Ice rescue equipment is loaded onto the trucks. All trucks now returning to the Station will be washed and rinsed as soon as possible to remove salt, sand and dirt to help prevent rust build up.

Manholes in the station are suctioned out to remove debris.

Typical start of busy season with more heating appliances being used that may have been neglected with servicing or cleaning. (chimneys, space heaters, furnaces, boilers, fireplaces). This is also the time when problems start occurring with Christmas lighting and Christmas trees.

## **DECEMBER**

Many members replace station uniforms and boots for the year during this month. The Fire Chief handles all this activity for the firefighters.

All BSI Code Officials will be instructed by the Department Municipal Training Officer to receive their annual six-hours refresher to stay certified. This is done all in-house and during regular shift hours.

### **RECENT SUCCESSFUL FIRE SERVICE GRANT APPLICATIONS**

These grants have been used to purchase much of the Department's equipment needed for the safety of our firefighters and citizens. City Planner Andrea Smith is instrumental in assisting Fire Chief Mike Farrell to obtain these grants.

2013 - Assistance to Firefighters Grant – FEMA \$28,612  
(Purchased 30 new radios for the Department)

2014 - Assistance to Firefighters Grant – FEMA \$3,000  
(Purchased workout equipment for the Department)

2015 – Assistance to Firefighters Grant – FEMA \$16,366  
(Purchased turnout gear for 25% of the Department)

2016 – NYS SAM Grant \$100,000  
(Purchased the Department's new EMS vehicle in 2017)

2017 – Assistance to Firefighters Grant – FEMA \$181,334  
(Purchased new SCBA air packs and cylinders for the Department, as well as turnout gear for 25% of the Department)

2019 – Criminal Justice Grant – NYS \$6,000  
(Purchased 2 new gas detectors for the Department)

2013 – 2019 Walmart Community Grant – Walmart \$10,000  
(Funds our highly successful Fire Prevention Program annually)

2019 USDA Loan/Grant Application – USDA \$50,000  
(\$50,000 funding is the grant the City will receive to purchase a new mini-pumper needed for the Department. The other funding comes in the form of a low-interest loan to be paid off over time.)