

MINUTES OF THE REGULAR MEETING

BOARD OF FIRE COMMISSIONERS

NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

July 8th, 2024

Constituting a quorum ready to transact business, the meeting called to order by Chair Fisher at 7:00 p.m. with the following Commissioners attending:

William Fisher	Chair
Donald Dehmer	Commissioner
Mario Dushi	Commissioner
Ernie Lombardi	Commissioner
Edwin Schultz	Commissioner
Joseph McConnell	Secretary
Adam Ross	Treasurer

PUBLIC COMMENT

Town Councilman Jose Berra

- Provided the Board with an update of the current issues before the Town Board.
- Armonk Fol-de-rol was successful and the Fire Department should consider reaching out to the Armonk Lion's Club for funding for renovating the Firehouse radio room.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House -Commissioners Fisher/Schultz

- The annual elevator inspection was completed with technician suggestion to convert elevator room lighting to LED.
- Social Room stove to be delivered the week of July 15th.
- New rug for the Day Room and Elevator to be installed Tuesday July 23rd.

Truck/Equipment – Commissioner Fisher

- Rescue 85 to be sent to Bulldog Automotive Repair awaiting KME parts.
- Investigating potential buyers for Maxim Engine 287.
- Posting for sale signs for the 2012 Chevy Suburban.

EMS – Commissioner Lombardi

- Additional two EMT's have joined the ranks.
- Recent upgrades to ESO PCR's in compliance with NYS Health Department.
- Open house for Youth EKGs scheduled for August 26th and 27th.
- Investigating the cost of replacing an ambulance Pulse Ox monitor.

CHIEFS REPORT (attached)

The Chief reported during the month of June there were 43 Fire calls, 57 EMS calls, and 29 False alarms for a total of 129 alarms.

OLD BUSINESS

Stairwell Lighting

-The Board has requested William Delotto to provide an estimate for parts and labor to replace the stairwell lighting in the firehouse.

Roof Leaks

-Commissioner Fisher advised the Board a test of the roof for water leaks will be conducted within the next two weeks.

NEW BUSINESS

June Minutes

-A motion made by Commissioner Lombardi, seconded by Commissioner Dushi to approve the June 10, 2024, Regular Meeting minutes. All in favor

July Expenses

– A motion made by Commissioner Schultz, seconded by Commissioner Dushi to approve June payments totaling \$360,183.49. In favor Commissioners Fisher, Dehmer, Dushi and Schultz. Commissioner Lombardi abstained.

Funds Transfer

-A motion was made by Commissioner Dushi, seconded by Commissioner Lombardi to move \$3,000.00 from Line 36 Account #A3410.41202 to Line 37 Account #A3410.41204 Other Insurance. All in Favor

Fund A Investment

-A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to authorize the Treasurer to move \$224,882.00 from the municipal savings account into a high yield savings account within Putnam County Savings Bank. All in Favor

2025 Length of Service Award Funding

-The Board requested the District Secretary to set up a video conference call with Hometown Investment Group to discuss options for funding the 2025 LOSAP.

"Who We Play For" Youth Heart Screening Event

-The Board approved Commissioner Lombardi's request to allow AFD EMTs Julie Gallagher and Jill Drucker to aid with the Youth EKG screening August 27th 11 AM to 7 PM for children 10 to 23 years of age.

Blood Drive Event

- A motion made by Commissioner Schultz, seconded by Commissioner Lombardi to approve a Blood Drive on Saturday September 21st pending a COI. All in favor.

Radio Room Renovation

-Commissioner Dushi will provide the Board with an estimate for replacing the Radio Room cabinets and dispatch desk at the August meeting.

Firehouse High Hat Lighting

-Commissioner Dushi to investigate incentives for replacing current high-hat lighting with energy and cost savings LED high hat lighting.

Apparatus Bay Door Safety Controls

-Commissioner Schultz to contact Duchess Door Company for an estimate to replace the door safety controls with laser units.

Parades

-A motion was made by Commissioner Schultz, seconded by Commissioner Dehmer giving the Chief permission to take E286/287, U82 and 51B1 to the Mt. Kisco (7/12/24) and Thornwood (7/19/24) Fire Department Parades.

Rescue 85 Gas Meter

-The Board approved the purchase of a new gas meter for Rescue 85 from AAA Emergency with the trade in of the old unit for a cost of \$1,199.00.

Binoculars for Hazmat Incidents

-The Board approved the purchase of six binoculars for Cars 2021,2022,2023: Engines 286, 288 and Utility 82.

Traffic Wands

-The Board approved the purchase of traffic wands for Rescue 85.

UPS Power Strips

-The Board approved the purchase of three UPS power strips for the apparatus bay monitors and computers.

Apparatus Drivers

– A motion made by Commissioner Schultz, seconded by Commissioner Dushi to approve Charlie Swift as a driver for Utility 82. All in favor.

Membership

-A motion made by Commissioner Lombardi, seconded by Commissioner Dushi to accept Spencer Berkowitz's application as a junior EMT. All in favor

Member Request

- The Board approved for a thirty-day period starting July 8, 2024, Firefighter Gary Boyd's request to park his work truck in front of the Firehouse and advertise it for sale.

Executive Session

-A motion made by Commissioner Lombardi, seconded by Commissioner Dushi to enter executive session to discuss personnel matters at 9:45 P.M. All in favor

-A motion made by Commissioner Dushi, seconded by Commissioner Schutz to exit executive session at 10:20 P.M. All in favor

There being no further business to transact, a motion made by Commissioner Dushi, seconded by Commissioner Schultz adjourned the meeting at 10:21 P.M.

Sincerely,

Joseph P. McConnell
Fire District Secretary

Treasurer's Report

July 8, 2024

Final Payment Batch for June:	\$177,966.86
Total Deposits for June:	\$133,135.79
Number of check payments:	26
Number of EFT payments:	6

- **2023 Financial Audit:** The completed audited financials by RBT and board report for 2023 are included in tonight's packet.
- **Investment Options:** Please see the attached options that can generate additional interest revenue for the district.

North Castle Fire District #2
Budget Transfer Request Form

July 8 2024

Requestor: Adam Ross, District Treasurer

Action Requested: Budget Transfer

Date of Submission: July 8 2024

	Line #	Account	Desc	Amount
To:	5	A3410.40701	Training	4,000.00
From:	21	A9040.810	Workers Comp	4,000.00

Justification of Request

Funds are needed to cover current expenses and to provide additional funding for the rest of the year.

Approval by Board of Fire Commissioners:

Date: _____

First Motion: _____

Date: _____

Second Motion: _____

North Castle Fire District #2
Budget Transfer Request Form

July 8 2024

Requestor: Adam Ross, District Treasurer

Action Requested: Budget Transfer

Date of Submission: July 8 2024

	Line #	Account	Desc	Amount
To:	37	A3410.41204	Other Insurance	3,000.00
From:	36	A3410.41202	Public Liability	3,000.00

Justification of Request

Funds are needed to cover current expenses and to provide additional funding for the rest of the year.

Approval by Board of Fire Commissioners:

Date: _____

First Motion: _____

Date: _____

Second Motion: _____

North Castle Fire District #2		
Abstract of Claims		
July 2024		
Check	Claimant	Amount
5251	AAA Emergency Supply Co.	\$ 934.07
5252	ABM Air Conditioning & Heating, Inc.	\$ 4,335.96
5253	Adam F. Ross	\$ 2,027.79
5254	Alex Kornev	\$ 200.00
5255	Allclean Building Maintenance	\$ 3,200.00
5256	Amazon Capital Services	\$ 452.00
5257	Armonk Hardware Co.	\$ 10.75
5258	Armonk Independent Fire Company, Inc.	\$ 277,113.76
5259	Better Water Well Systems, Inc.	\$ 439.00
5260	Boomers Gardening Inc.	\$ 1,560.00
5261	Bound Tree Medical, LLC	\$ 290.88
5262	Carpet Trends, Inc.	\$ 914.29
5263	Dutchess Overhead Doors	\$ 720.00
5264	Henry Schein, Inc.	\$ 717.70
5265	Hopewell Fire Apparatus Service Co., Inc.	\$ 1,694.00
5266	Hubbinette-Cowell Associates, Inc.	\$ 2,728.00
5267	Hudson Valley Fire Equipment	\$ 1,495.17
5268	Joseph McConnell	\$ 1,918.87
5269	Kelbray Fire Service Consultants, Inc.	\$ 3,900.00
5270	Konica Minolta Business Solutions	\$ 12.00
5271	Lauren Lombardi	\$ 1,551.72
5272	Maya Molloy	\$ 1,544.88
5273	Michael Gagliardi Jr.	\$ 200.00
5274	Motorola Solutions, Inc	\$ 257.52
5275	Municipal Emergency Services, Inc.	\$ 3,258.17

North Castle Fire District #2		
Abstract of Claims		
July 2024		
Check	Claimant	Amount
5276	Network and Software Solutions, Inc.	\$ 2,569.00
5277	North Shore LIJ Medical	\$ 57.00
5278	Northern Westchester Hospital	\$ 411.00
5279	Northwell Health Laboratories	\$ 60.00
5280	Quality Elevator Inspection Inc.	\$ 375.00
5281	RICOH USA, Inc.	\$ 215.00
5282	Securitas Technology Corporation	\$ 1,135.14
5283	Skyline Electric Corp.	\$ 3,963.29
5284	Starnet Emergency Services, Inc.	\$ 12,749.60
5285	Town of North Castle May Electric: \$1,688.40 May Gasoline: \$665.61 May Repairs: \$214.00	\$ 2,568.01
5286	US Postal Service	\$ 302.00
5287	Verizon	\$ 308.74
5288	Verizon Wireless	\$ 134.21
5289	Ward Diesel Filter Systems	\$ 19,992.00
EFT	Cardmember Service	\$ 1,041.24
EFT	CLEARFLY	\$ 126.13
EFT	Con Edison	\$ 180.18
EFT	Crystal Rock LLC	\$ 240.31
EFT	NYS Dept. of Taxation and Finance	\$ 420.94
EFT	United States Treasury	\$ 1,640.26
EFT	Optimum	\$ 217.91
Check Total		Batch Total
39		\$ 360,183.49

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A1001 · Real Property Taxes				
A1001.1 · Budget Tax Money Rec'd	1,833,165.00	1,833,165.00	0.00	100.0%
Total A1001 · Real Property Taxes	1,833,165.00	1,833,165.00	0.00	100.0%
A2262 · Fire Protection Services Other				
A2262.1 · Banksville Ambulance Contract	0.00	20,000.00	-20,000.00	0.0%
Total A2262 · Fire Protection Services Other	0.00	20,000.00	-20,000.00	0.0%
A2401 · Interest and Earnings				
A2401.1 · Interest Earned	1,373.19	2,500.00	-1,126.81	54.93%
Total A2401 · Interest and Earnings	1,373.19	2,500.00	-1,126.81	54.93%
A2680 · Insurance Recoveries	23,491.95	0.00	23,491.95	100.0%
A2705 · Gifts and Donations				
A2705.2 · Misc - Bldg usage for voting	600.00	750.00	-150.00	80.0%
A2705 · Gifts and Donations - Other	0.00	250.00	-250.00	0.0%
Total A2705 · Gifts and Donations	600.00	1,000.00	-400.00	60.0%
A2770 · Other Income				
.999 · Miscellaneous	7.00	0.00	7.00	100.0%
Total A2770 · Other Income	7.00	0.00	7.00	100.0%
A3389 · State Aid, Other Public Safety				
.800 · Grant Monies	5,000.00	0.00	5,000.00	100.0%
Total A3389 · State Aid, Other Public Safety	5,000.00	0.00	5,000.00	100.0%
A5031 · Interfund Transfers				
A5031.4 · Transfer in from Reserve Fund A	800,000.00	0.00		
A5031.5 · Transfer in from Reserve Fund B	120,000.00	0.00		
Total A5031 · Interfund Transfers	920,000.00			
RA2401 · Interest Earned - Res Fund A	393.70	0.00	393.70	100.0%
RB2401 · Interest Earned - Res Fund B	7,177.40	0.00	7,177.40	100.0%
TA50 · Foreign Fire Ins 2% Monies				
TA50.1 · 2% Monies	0.00	0.00	0.00	0.0%
TA50.2 · Foreign Insurance Rec'd	0.00	0.00	0.00	0.0%
Total TA50 · Foreign Fire Ins 2% Monies	0.00	0.00	0.00	0.0%
Total Income	2,791,208.24	1,856,665.00	934,543.24	150.34%
Gross Profit	2,791,208.24	1,856,665.00	934,543.24	150.34%
Expense				
A1930 · Judgement and Claims				
.41 · Refund Of Taxes	0.00	5,000.00	-5,000.00	0.0%
Total A1930 · Judgement and Claims	0.00	5,000.00	-5,000.00	0.0%
A3410.1 · Personal Services				
.110 · Treasurer	17,500.02	35,000.00	-17,499.98	50.0%
.111 · FICA	2,669.91	5,750.00	-3,080.09	46.43%
.112 · Federal Withholding Tax	0.00	0.00	0.00	0.0%
.113 · State Tax	0.00	0.00	0.00	0.0%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
.120 · Secretary	15,750.00	31,500.00	-15,750.00	50.0%
.170 · Temporary				
.101 · Data Entry Clerk	1,650.00	3,300.00	-1,650.00	50.0%
Total .170 · Temporary	1,650.00	3,300.00	-1,650.00	50.0%
Total A3410.1 · Personal Services	37,569.93	75,550.00	-37,980.07	49.73%
A3410.2 · Equipment				
.230 · Equipment Purchased	1,026,601.48	1,045,962.00	-19,360.52	98.15%
Total A3410.2 · Equipment	1,026,601.48	1,045,962.00	-19,360.52	98.15%
A3410.4 · Contractual Expenditures				
.40050 · EMT Services	76,497.60	160,000.00	-83,502.40	47.81%
.40100 · Office Supplies				
.40101 · Postage	27.43	500.00	-472.57	5.49%
.40130 · Office Supplies - general	2,915.33	0.00	2,915.33	100.0%
.40140 · Bank Fees	0.00	250.00	-250.00	0.0%
.40150 · Fire House Software	75.00	0.00	75.00	100.0%
.40100 · Office Supplies - Other	0.00	6,500.00	-6,500.00	0.0%
Total .40100 · Office Supplies	3,017.76	7,250.00	-4,232.24	41.62%
.40200 · Travel Expenses				
.40201 · Convention	0.00	500.00	-500.00	0.0%
.40202 · Motel	662.88			
.40203 · Travel	3,040.80	5,000.00	-1,959.20	60.82%
Total .40200 · Travel Expenses	3,703.68	5,500.00	-1,796.32	67.34%
.40300 · Subscriptions				
A40302 Community Awareness	720.00	1,500.00	-780.00	48.0%
.40301 · Dues / Subscriptions	1,324.23	5,000.00	-3,675.77	26.49%
Total .40300 · Subscriptions	2,044.23	6,500.00	-4,455.77	31.45%
.40400 · Uniforms	3,951.02	10,000.00	-6,048.98	39.51%
.40500 · Public Drills & Inspections				
.40501 · Installation Dinner	0.00	18,000.00	-18,000.00	0.0%
.40502 · Awards	0.00	2,000.00	-2,000.00	0.0%
Total .40500 · Public Drills & Inspections	0.00	20,000.00	-20,000.00	0.0%
.40600 · Election Expense				
.40602 · Public/ Legal Notices	0.00	500.00	-500.00	0.0%
.40604 · Election Teller	800.00	1,000.00	-200.00	80.0%
Total .40600 · Election Expense	800.00	1,500.00	-700.00	53.33%
.40700 · Consultants				
.40701 · Training	7,742.72	9,000.00	-1,257.28	86.03%
.40703 · Consulting	2,092.50	0.00	2,092.50	100.0%
Total .40700 · Consultants	9,835.22	9,000.00	835.22	109.28%
.40800 · Building and Grounds				
.40801 · Fuel, Light, Water	24,269.01	49,000.00	-24,730.99	49.53%
.40804 · Building & Grounds Improvement	914.29	145,000.00	-144,085.71	0.63%
.40805 · Building & Grounds Maintenance	50,724.68	90,000.00	-39,275.32	56.36%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
.40806 · Maintenance Supplies	3,151.28	8,500.00	-5,348.72	37.07%
Total .40800 · Building and Grounds	79,059.26	292,500.00	-213,440.74	27.03%
.40900 · Fire Apparatus and Equipment				
.40901 · Tech Equipment	12,286.90	35,000.00	-22,713.10	35.11%
.40902 · Equipment Repair	30,612.67	70,000.00	-39,387.33	43.73%
.40903 · Gas,Oil, Lubricants	7,938.47	25,000.00	-17,061.53	31.75%
.40904 · Banksville Contract Share	0.00	7,000.00	-7,000.00	0.0%
.40905 · Medical Supplies	4,269.77	10,000.00	-5,730.23	42.7%
Total .40900 · Fire Apparatus and Equipment	55,107.81	147,000.00	-91,892.19	37.49%
.41000 · Fire Alarm System				
.41001 · Telephones	5,389.88	12,500.00	-7,110.12	43.12%
.41002 · Alarm Maintenance	2,270.28	5,500.00	-3,229.72	41.28%
Total .41000 · Fire Alarm System	7,660.16	18,000.00	-10,339.84	42.56%
.41100 · Hydrant Rentals	33,805.75	34,000.00	-194.25	99.43%
.41200 · Insurance				
.41202 · Public Liability & Prop Damage	63,387.03	67,500.00	-4,112.97	93.91%
.41204 · Other Insurance	34,216.82	32,500.00	1,716.82	105.28%
Total .41200 · Insurance	97,603.85	100,000.00	-2,396.15	97.6%
.41300 · Legal and Auditing Fees				
.41301 · Audit Services Rendered	0.00	9,000.00	-9,000.00	0.0%
.41302 · Legal Fees	0.00	8,500.00	-8,500.00	0.0%
Total .41300 · Legal and Auditing Fees	0.00	17,500.00	-17,500.00	0.0%
Total A3410.4 · Contractual Expenditures	373,086.34	828,750.00	-455,663.66	45.02%
A9025.8 · Local Pension Fund				
.803 · Length Of Service Awards	4,675.00	54,475.00	-49,800.00	8.58%
.865 · LOSAP - Admin Fee	0.00	4,200.00	-4,200.00	0.0%
Total A9025.8 · Local Pension Fund	4,675.00	58,675.00	-54,000.00	7.97%
A9040.8 · Workers' Compensation				
.810 · Workmens Comp	26,816.00	32,000.00	-5,184.00	83.8%
Total A9040.8 · Workers' Compensation	26,816.00	32,000.00	-5,184.00	83.8%
A9050.8 · Unemployment Insurance				
.811 · Unemployment Taxes	322.13	200.00	122.13	161.07%
Total A9050.8 · Unemployment Insurance	322.13	200.00	122.13	161.07%
A9060.8 · Hospital, Medical & Accidnt Ins				
.806 · Medical Exams	3,510.57	25,000.00	-21,489.43	14.04%
Total A9060.8 · Hospital, Medical & Accidnt Ins	3,510.57	25,000.00	-21,489.43	14.04%
A9710.6 · Redemption of Bonds				
.611 · Serial Bond Prin Pyt	405,000.00	405,000.00	0.00	100.0%
.670 · Greene County Serial Bond	125,000.00	125,000.00	0.00	100.0%
Total A9710.6 · Redemption of Bonds	530,000.00	530,000.00	0.00	100.0%
A9710.7 · Interest on Bonds				
.711 · Bond Interest Due	29,500.00	48,875.00	-19,375.00	60.36%
.755 · Greene County Bond Interest	4,463.75	8,115.00	-3,651.25	55.01%

1:31 PM
07/07/24
Accrual Basis

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
Total A9710.7 · Interest on Bonds	33,963.75	56,990.00	-23,026.25	59.6%
A9901.9 · Transfer to Other Funds				
.904 · Transfer to Fund A from GF	0.00	200,000.00	-200,000.00	0.0%
.905 · Transfer to Fund B from GF	0.00	60,000.00	-60,000.00	0.0%
Total A9901.9 · Transfer to Other Funds	0.00	260,000.00	-260,000.00	0.0%
H3410.2 · Fire, Equipment, Capital Outlay				
.231 · Equipment Purchased	0.00	0.00	0.00	0.0%
Total H3410.2 · Fire, Equipment, Capital Outlay	0.00	0.00	0.00	0.0%
RA9901 · Transfer from Reserve Fund A				
.910 · Transfer to General Fund	0.00			
Total RA9901 · Transfer from Reserve Fund A	0.00			
RB9901 · Transfer from Reserve Fund B				
.920 · Transfer to General Fund	0.00			
Total RB9901 · Transfer from Reserve Fund B	0.00			
Total Expense	2,036,545.20	2,918,127.00	-881,581.80	69.79%
Net Ordinary Income	754,663.04	-1,061,462.00	1,816,125.04	-71.1%
Other Income/Expense				
Other Income				
A2665 · Sales of Equipment	0.00	0.00	0.00	0.0%
A2701 · Refunds of Prior Year's Expense	854.07	500.00	354.07	170.81%
A2706 · Grants from Local Governments				
.50 · LGRMIF Grant	1.26			
Total A2706 · Grants from Local Governments	1.26			
Total Other Income	855.33	500.00	355.33	171.07%
Net Other Income	855.33	500.00	355.33	171.07%
Net Income	755,518.37	-1,060,962.00	1,816,480.37	-71.21%

North Castle Fire District #2

Reserve Account Investment Options

Fund A	224,882
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Current APY: 0.10%

7-Month CD

HYSA

Rate: 5.0%
Invest: 200,000
Interest Earned: 5,753

Rate: 4.5%
Invest: 224,882
Interest Earned: 5,822

Fund B	476,461
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Current APY: 2.51%

U.S.T-Bill

Weekly Auctions 4-8-13-17-26 weeks

Rate: 5.3%
Tranche A: 190,000
Tranche B: 190,000
Total: 380,000
Fund B Balance: 96,461

	Coupon Price	Face Value	Interest Earned	APY
4-Week	189,217	190,000	783	11,748
8-Week	188,434	190,000	1,566	12,532
			Total APY:	24,280

Chief's Report to Board of Fire Commissioners July 2024

Calls:

During the month of June there were 43 fire calls and 57 ambulance calls for a total of 100 alarms. There were 29 false alarms for the month.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 25,303

2022: 1,682

2023: 42,575

I would like to recommend Charlie Swift be approved as a driver on U82.

Bristol:

The lawyer for the Bristol has proposed some changes back to the planning board in regards to their updated site plan approval. The recommendations were passed along on June 26th. I wanted to see if there was any feedback or any recommendations from the district back to the planning board.

Parades:

I would like to take E286 / E287 (or E288 if we don't have a driver for either one), U82 and 51B1 to the following parades:

Mt Kisco - 7/12/24

Thornwood - 7/19/24

Equipment

The (4) Gas meter from R85 (Ventis) was brought to AAA for repair as we were unable to calibrate it in house. AAA reports it is a 2019 model and it has (2) bad sensors. Cost to repair will be \$541. The other option as recommended by AAA is to trade it in for

credit and receive a new meter with 4 year warranty for \$1,199. What option would be preferred?

Requesting (6) new pairs of binoculars to be used for potential hazmat incidents and other situations that might require them. An inventory of the vehicles was performed to ensure the following apparatus do not have them. 2021, 2022, 2023, E286, E288, U82

Requesting new traffic wands for R85.

Requesting new flashlights be mounted on 51B1 as the current flashlights are missing / broken.

Requesting (3) UPS power strips to keep the monitors and computers for the I am responding screen around the apparatus bay up during power outages / spikes. Currently the screens / computers are crashing and not coming back up when the generator fires up or power is restored.

Brian Fenster

Chief of Department