

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

Attending:

M. Heide B. Homa
N. Steinhiser C. Kratochvil
C. Loveland D. Thomas
D. Griffith
M. Schroedel

Guests:

R. Boyer Pete Amos
J. Singer Bob Liberatore
R. Evans Joe Shoemaker
E. Dean Shawn Hanzlik

Chairman of the Board Heide called the Regular Meeting to order at 7:00 pm.

A change in the order of business occurred for the purpose of opening bids for the new Custom Pumper. The bids were retained by the Board and were locked in the Commissioner's Office until the new engine committee is ready for reviewing. Bids are as follows:

Dealer	Manufacturer	Bid Price
Churchville Fire	Pierce	\$674,957.00
Gorman Emergency Vehicles	KME	\$634,875.00
Campbell Supply	Spartan	\$698,405.00
Firehouse Apparatus	4 Guys Fire	\$665,740.00
Premier Fire Apparatus	E-One	\$672,015.00
Empire Emergency Vehicles	Rosenbauer	\$626,554.00
Marion Body Works		\$707,554.00

Motion was made by Loveland, second by Schroedel to accept the minutes from the Regular Meeting held on September 17, 2020. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Loveland, second by Griffith to accept the minutes from the Budget Hearing held on October 20, 2020. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. Aratura Snow removal quote
2. Fire Prevention Report for September
3. Confirmation received that the Tax Cap Form, fiscal year ending 12/31/2021, has been submitted
4. Insurance certificate for Mirabito
5. ESIP Policy request form received and signed by Heide
6. List of items needing attention
7. Chief vehicle mileage reports
8. Affidavit of publication from the Press for the budget hearing
9. Vehicle insurance ID cards
10. Treasurer reports
11. Bids from 7 companies for the new Custom Pumper

Treasurer's Report:

The Treasurer reported the following balances:

NBT Account 2	10,593.57
NBT Account 3	8,647.13
NBT Building Reserve	98,622.71
NBT Fire App Equip Reserve	160,478.80

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

NBT Fire App/Equip Acct 3	343,742.48
NBT Fire Apparatus Acct 2	48,815.30
NBT General Fund	210,471.30
NBT Grant Reserve	11,963.85
NBT Operating	5,131.13
NBT Payroll Account	2,733.52
Operating	<u>928.87</u>
	\$ 902,128.66

- Following Reports Passed out:
Profit and Loss from 1/1/ 20 to 10/21/20
Balance Sheet as of 10/21/20
Budget VS Actual Dept from 1/1/20 to 9/30/20, various accounts Transaction Detail Sheets
Budget VS Actual District from 1/1/20 to 9/30/20 various accounts Transaction Detail Sheets
- Met with Loveland & Griffith and reviewed Budget VS Actual District side, Budget Line Items Transfer will be made tonight
- Revised Finance Policy being offered tonight for approval
- Bank Accounts Reconciled
- Tax Cap Paperwork Filed with State, confirmation given to Secretary

Motion was made by Schroedel, second by Loveland to accept the treasurer's report as read. All Commissioners voted in favor and the motion passed unanimously.

The Image Trend bill was requested by the Chief to be held, as he is working on renegotiating the contract.

Motion was made by Griffith, second by Schroedel to pay all bills from check number 5553 to 5593. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. Nick Steinhiser fire officer 1 – begins Nov 9th
2. Carrie Ostanek has completed her IFO course

Committee Reports:

1. Met with Delta Engineering on Monday to look at the parking lot and the generator. They will work up a quote for us. They did not bring anyone to look at the training building roof, so they will have to return to inspect that. Town of Union just got a generator, and we may be able to piggy back with them.

Fire Prevention: See attached for report from September

Chief's Report:

1. Shipping container - waiting on Town of Union codes regarding workers comp. Schroedel will work on getting the insurance certificate for the deliverers of the container
2. Done with the Scott SCBA air packs checks – we got dinged on batteries again. He will be going after Scott regarding this (due to poor design and the batteries are leaking).
3. E29-11 will be coming back as is with no additional repairs to it

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

Company Report:

1. Setting up eligible officer requirements
2. Truck or Treat will be on Halloween with the trucks going around the neighborhoods to hand out candy

Guests: None

Old Business:

1. Aratura Quotes: Station 1 – Snow clearing \$125.00 / Salting \$50.00
Snow plowing when requested by us of entire lot \$200.00 / Salting \$85.00
Station 2: Snow clearing - \$150.00 / Salting \$85.00
Snow plowing when requested by us of entire lot \$150.00 / Salting \$85.00
Motion made by Schroedel, second by Steinhiser, to hire Aratura Commercial Property Maintenance to do winter snow removal. To come out of Buildings and Grounds budget line. All Commissioners voted in favor and the motion passed unanimously.
2. Discussion was held on providing an AED for the EMS Captain. Captain will be required to maintain all needed checks and maintenance of the unit. POV policy regarding this needs to be sent to the lawyer for review before adopting it. Motion made by Schroedel, second by Griffith to purchase 2 units which will be put into service in the utility truck and the EMS Captain's personal car as soon as they are received. All Commissioners voted in favor and the motion passed unanimously.
3. Finance Policy was reviewed at the work session. Motion made by Schroedel, second by Loveland to adopt the updated policy. All Commissioners voted in favor and the motion passed unanimously.
4. Gear washer was ordered but not received yet. There is a fire company in PA that is interested in it. Motion made by Griffith, second by Schroedel to donate the old washer if they are able to take it at the time of removal. All Commissioners voted in favor and the motion passed unanimously.

New Business:

1. Resolution to Override real property tax cap for the 2021 budget was offered by Schroedel, second by Loveland. Resolution passed as per the roll call vote as follows: Heide: AYE, , Steinhiser: AYE, Loveland: AYE, Griffith: AYE, Schroedel: AYE
2. Resolution to Approve the Final Budget for 2021 was offered by Schroedel, second by Loveland. Resolution passed as per the roll call vote as follows: Heide: AYE, Steinhiser: AYE, Loveland: AYE, Griffith: AYE, Schroedel: AYE
3. Resolution was offered by Schroedel, second by Loveland to create a Repair Reserve Fund for the purpose to fund major repairs of capital improvements or equipment. Resolution passed as per the roll call vote as follows: Heide: AYE, , Steinhiser: AYE, Loveland: AYE, Griffith: AYE, Schroedel: AYE
4. A resolution was offered by Schroedel, second by Steinhiser to set the annual District voting date as December 8, 2020 from 6 – 9 pm. The resolution passed with the roll call vote: Heide: AYE, Steinhiser: AYE, Loveland: AYE, Griffith: AYE, Schroedel: AYE
5. Due to budgetary deficiencies so the budget lines will be brought into balance, the following transfers will be made. Motion made by Loveland, second by Schroedel. All Commissioners voted in favor and the motion passed unanimously.
From Workers Compensation Line Budget to CPA Line Budget \$200.00
From Workers Compensation Line Budget to District Travel Line Budget \$67.28
From Workers Compensation Line Budget to Water Line Budget \$300.00
From Workers Compensation Line Budget to Telephone Line Budget \$300.00
From Workers Compensation Line Budget to Electric Line Budget \$1,617.72
From Workers Compensation Line Budget to Gas Line Budget \$1,000.00

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

From Workers' Compensation Line Budget to be designated for 2021 Budget as
pursuant to the 2021 Proposed Budget \$7,500.00

From Inspection Dinner Line Budget to Legal Line Budget \$500.00

6. Motion was made by Schroedel, second by Loveland to accept the request use form from the Auxiliary for the Lourdes Mission in Motion Mammography van on Dec 2nd from 9 am – 3 pm. All Commissioners voted in favor and the motion passed unanimously.
7. Motion made by Schroedel, second by Griffith to allow Steinhiser to take the Fire Officer 1 class. All Commissioners voted in favor and the motion passed unanimously.
8. Motion made by Schroedel, second by Griffith to enter into contract with Image Trend once the contract is renegotiated. This is for the purchase of software. When the treasurer is notified by the Chief that it is ok to pay, she is authorized to release the payment. Not to exceed \$600 per year. All Commissioners voted in favor and the motion passed unanimously.

Applications: None

Motion was made by Schroedel, second by Griffith to adjourn the meeting at 8:08 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

Betty J Homa

Betty J. Homa
District Secretary
Electronically signed

West Corners Fire District
 Regular Meeting Minutes – October 21, 2020

**West Corners
 Fire Department**

**FPO Report
 2020**



**Bureau of Fire Prevention
 Monthly Incident Report
 Sep-20**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	17	7.2	Endicott		
E.M.S.	17	2.2	Endwell		
Error			Vestal		
Totals	34		West Endicott	3	
			Union Center		2 (2)
Engine 98			Maine	3 (3)	2 (2)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
NFIRS submitted			East Maine	1*	
			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners
 cc Chief

*BGM Airport

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

WEST CORNERS FIRE DISTRICT

RESOLUTION #1: Override real property tax cap for the 2021 budget

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District must adopt a proposed budget for 2021 and estimate the fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District held the annual fire district budget hearing on notice to the public on October 20, 2020, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 20, 2020 at said budget hearing, and

WHEREAS, the Board has determined that the financial needs of the fire district and fire department for fiscal year 2021 cannot be supported by a budget that would comply with the real property tax cap established pursuant to Section 3-c of the General Municipal Law as the proposed budget for 2021 calls for a real property tax levy that will exceed the real property tax cap permitting only a 1.56% increase in said tax levy; and

WHEREAS, Section 3-c of the General Municipal Law provides as follows:

A local government may adopt a budget that requires a tax levy that is greater than the tax levy limit for the coming fiscal year, not including any levy necessary to support the expenditures pursuant to subparagraphs (i) through (iv) of paragraph g of subdivision two of this section, only if the governing body of such local government first enacts, by a vote of sixty percent of the total voting power of such body, a local law to override such limit for such coming fiscal year only, or in the case of a district or fire district, a resolution, approved by a vote of sixty percent of the total voting power of such body, to override such limit for such coming fiscal year only.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves a determination to override the real property tax cap for the 2021 budget only in order to permit an annual real property tax levy that will exceed the real property tax cap permitting only a 1.56% increase in said tax levy and result in a final annual fire district budget in the amount of \$478,681.20, and

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairperson Heide: AYE
Commissioner Steinhiser: AYE
Commissioner Loveland: AYE
Commissioner Griffith: AYE
Commissioner Schroedel: AYE

The resolution was thereupon duly declared to have been adopted.

Dated: Endicott, NY
October 21, 2020

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

WEST CORNERS FIRE DISTRICT

RESOLUTION #2: Approve Final Budget for 2021

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District must adopt a proposed budget for 2021 and estimate the fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District held the annual fire district budget hearing on notice to the public on October 20, 2020, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 20, 2020 at said budget hearing, and

WHEREAS, the Board has determined that the financial needs of the fire district and fire department for fiscal year 2021 cannot be supported by a budget that would comply with the real property tax cap established pursuant to Section 3-c of the General Municipal Law as the proposed budget for 2021 calls for a real property tax levy that will exceed the real property tax cap permitting only a 1.56% increase in said tax levy; and

WHEREAS, Section 3-c of the General Municipal Law provides as follows:

A local government may adopt a budget that requires a tax levy that is greater than the tax levy limit for the coming fiscal year, not including any levy necessary to support the expenditures pursuant to subparagraphs (i) through (iv) of paragraph g of subdivision two of this section, only if the governing body of such local government first enacts, by a vote of sixty percent of the total voting power of such body, a local law to override such limit for such coming fiscal year only, or in the case of a district or fire district, a resolution, approved by a vote of sixty percent of the total voting power of such body, to override such limit for such coming fiscal year only.

WHEREAS, previously at this meeting this board of fire Commissioners passed a resolution to override the real property tax cap for the 2021 Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves the Final Budget for the West Corners Fire District for 2021 attached hereto and made a part hereof in the amount of \$478,681.20.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairperson Heide: AYE
Commissioner Steinhiser: AYE
Commissioner Loveland: AYE
Commissioner Griffith: AYE
Commissioner Schroedel: AYE

The resolution was thereupon duly declared to have been adopted.

Dated: Endicott, NY
October 21, 2020

West Corners Fire District
Regular Meeting Minutes – October 21, 2020

WEST CORNERS FIRE DISTRICT
RESOLUTION
ESTABLISHMENT OF REPAIR RESERVE FUND
PURSUANT TO SECTION 6-d OF THE GENERAL MUNICIPAL LAW

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District believes that it is in the best interests of the Fire District to create a Repair Reserve Fund pursuant to Section 6-d of the General Municipal Law to fund the cost of major repairs of capital improvements or equipment (repairs of the type not recurring annually or at shorter intervals).

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Section 6-d of the General Municipal Law, as amended, the West Corners Fire District does hereby establish a Repair Reserve Fund to finance the cost of major repairs of capital improvements or equipment (repairs of the type not recurring annually or at shorter intervals).

IT IS FURTHER RESOLVED that the Treasurer is hereby directed to deposit monies of this Repair Reserve Fund in a separate bank account to be known as "the West Corners Fire District Repair Reserve Fund" or combine the monies of this reserve fund with monies from other reserve funds maintained by the West Corners Fire District for investment purposes provided that separate identity of the monies for each respective fund is maintained in ledgers by the Treasurer and reported as such to the Board of Fire Commissioners, and provided that such action is based on appropriate resolution by the Board of Fire Commissioners.

IT IS FURTHER RESOLVED that the moneys in such fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Fire Commissioners, or the Treasurer of the Fire District, if the Board shall delegate such duty to him or her, may invest the moneys in such fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of such fund, and

IT IS FURTHER RESOLVED that no expenditure shall be made from this fund, except upon authorization of this Board pursuant to section 6-d of the General Municipal Law, as amended.

This fund shall be supplied by amounts set aside in the annual budget or contributed from surplus monies.

The foregoing resolution was duly put to vote, and on roll call the vote was as follows:

	Aye	No
Chairman Heide	X	_____
Commissioner Steinhiser	X	_____
Commissioner Loveland	X	_____
Commissioner Griffith	X	_____
Commissioner Schroedel	X	_____

The resolution was thereupon duly adopted.

Dated: October 21, 2020
Betty J Homa
