

West Corners Fire District
Regular Meeting Minutes – August 17, 2022

Attending:

C. Loveland B. Homa
R. Boyer C. Kratochvil
D. Griffith N. Haight
M. Schroedel
J. Davis

Guests:

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

Motion was made by Griffith, second by Boyer to accept the minutes from the Special Meeting held on July 13, 2022. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Griffith, second by Schroedel to accept the minutes from the Regular Meeting held on July 20, 2022. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All July bank statements received and reconciled
2. Chief Mileage reports for July
3. List of items needing attention
4. Financial reports [see details in Treasurer's report]
5. Fire Company minutes for August
6. Fire District Affairs August & September 2022
7. Letter from Lourdes re: flu shots
8. Pinsky Law re: classes for board of directors/human resources for emergency services
9. Draft of CPA 2021 audit
10. Representation Letter from Mondorf & Fenwick re: audit 2021
11. Memorandum of Understanding from County re: radios
12. Application for Mary Taylor
13. Summary of insurance for 2023

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	10,604.32
Account 3 NBT	8,656.12
Building Reserve Acct NBT	160,746.03
Fire App Equip Reserve 3 NBT	170,681.43
Fire App Equip Reserve NBT	28,297.28
Fire Apparatus Acct 2 NBT	58,867.17
General Fund NBT	219,303.82
Grant Reserve Acct NBT	11,974.83
NBT Operating	1,937.78
NBT Payroll Account	2,797.86
Operating	928.87
Repair Reserve Fund NBT	\$ 5,101.16
	<u>\$679,896.67</u>

- Balance Sheet as of Aug 17, 2022
- P&L from January 1, 2022 to Aug 17, 2022

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- Budget vs Actual Department from January 1, 2022 to July 31, 2022
- Budget vs Actual District from January 1, 2022 to July 31, 2022
- Budget vs Actual New Engine from January 1, 2022 to July 31, 2022
- Check register from January 1, 2022 to Aug 17, 2022
- Diesel/Fuel summary report from January 1, 2022 to July 31, 2022
- Bank accounts reconciled for month of July
- Bill Fenwick from Mondorf & Fenwick met with the Board of Commissioners to review 2021 Fiscal Year and to answer all questions and concerns
- Requesting motion to be made transferring funds from Fire Apparatus/Equipment Reserve to General Fund in the amount of \$4,094.93 which represents invoices paid to various vendors from May 31, 2022 to July 22, 2022 Summary sheet included in package for BoC review
- Requesting motion to be made transferring \$200.00 from Training-District Budget line item to CPA Budget line item
- Requesting motion to be made disposing computer of equipment
- E-mail sent to all Commissioners regarding Office State Comptroller Management's Responsibility for Internal Controls Webinar on August 10, 2022
- Attended Webinar presented by the Office State Comptroller Management's Responsibility for Internal Controls on August 10, 2022
- Follow up e-mail sent to Southern Tier Medical Care, NY, PC as the replacement check sent on July 19, 2022 in the amount of \$430.00 still outstanding. The check sent on July 22, 2022 in the amount of 80.00 has cleared the bank as of August 8th. Waiting for reply

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

Motion was made by Schroedel, second by Griffith to pay all bills from check number 6449 to 6485. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. Refresher Training SCBA/SCBA Searching and handlines Sep 6 for 3 weeks @ West Corners
2. J. Haight to Fire Fighter Survival Sep 6 at Endwell

Committee Reports:

1. J. Davis met with Bill VanGorder regarding insurance. Bill would like to come Sept 7 to review with us as the policy will renew on September 13. He also provided the values we have to see if we need to adjust them.
2. Finance budget work sessions are the next two Wednesday's
3. No response back from Plymovent

Fire Prevention: Report for June 2022

Chief's Report:

1. Engine 3 is still at Ward getting the PM done as it needed a part that had to be ordered. Took the Ward filter from the engine that will be sold and was sent with this engine to replace the filter on it that needed replacement.
2. MOU for radio system – this system may happen by end of this year. Batteries were the hold up, but they have come in. This is a total replacement of all our radios. It is a 10-year agreement and the county will own the equipment.
3. Whittling away at the equipment on the desk in training room.
4. Provided a listing of gym equipment that the department and the district owns.

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5. Recruitment, retention and morale, belongs to all involved in West Corners, both department and district. Suggested it seems to take a longer time than needed for things to get fixed.
6. D. Thomas will still be doing the LENS checks

Company Report:

1. Ice cream social is tomorrow
2. A member has gone on Leave of Absence

Guests: None

Old Business:

1. Purchased salt for the softener and an outlet cover for the kitchen
2. LED light bulbs need to be purchased and installed for the bay area
3. Resolution was offered by Griffith, second by Schroedel to dispose of the 1986 Spartan Apparatus. Resolution passed by the following roll call vote:
Voting AYE: Loveland, Boyer, Griffith, Schroedel, Davis
Voting NO: none
4. Loveland will move the rig at station 2 so the drains can be cleaned
5. Vegetation cleaning at cost of \$252.05 for this year, with work to be done by Ehrlich. The cost for next year at Station 1 is \$504.09, and at Station 2 is \$149.01. Chief ok'd giving them a key to the back area where vehicles for training are located. Motion made by Griffith, second by Boyer to have the vegetation treated this year. All Commissioners voted in favor and the motion passed unanimously.
6. The new engine needs a lock box, the engine committee will have to work with TCS to see what is available and where it needs to be mounted.
7. Motion made by Loveland, second by Griffith to have TCS dispose of the old computers.
Serial numbers: 209LDX1 OptiPlex 9010 4369679029
6047CZ1 Precision T3610 13067757181
B991HH1 Precision T3400 24503987125
29XNMF1 Inspiron 520 5921748541
All Commissioners voted in favor and the motion passed unanimously.
8. Motion made by Griffith, second by Schroedel to approve the 2021 audit as presented by Mondorf & Fenwick. All Commissioners voted in favor and the motion passed unanimously.

New Business:

1. Motion was made by Davis, second by Schroedel to hold a Special Meeting on September 7 at 6:30. All Commissioners voted in favor and the motion passed unanimously.
2. Motion was made by Griffith, second by Davis to hold a Special Meeting on September 14 at 6:30. All Commissioners voted in favor and the motion passed unanimously.
3. Motion was made by Schroedel, second by Boyer to sign the Broome County contract for the Memorandum of Understanding for radios. All Commissioners voted in favor and the motion passed unanimously.
4. Motion was made by Schroedel, second by Davis to transfer funds from Fire Apparatus/Equipment Reserve account in the amount of \$4,094.93 which represents invoices paid to various vendors from May 31, 2022 to July 22, 2022 (summary sheet was included in package for Commissioners review), to in the General Fund. All Commissioners voted in favor and the motion passed unanimously.

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5. Motion was made by Schroedel, second by Griffith to transfer \$200.00 from the Training-District Budget line to the CPA Budget line. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Loveland, second by Schroedel for J. Haight to attend Fire Fighter Survival class on Sep 6 at Endwell. All Commissioners voted in favor and the motion passed unanimously.
7. Motion made by Loveland, second by Boyer to host the Refresher Training SCBA/SCBA Searching and Handlines course beginning on Sep 3rd. All Commissioners voted in favor and the motion passed unanimously.

Applications:

The application of Mary Taylor, 210 Glendale Drive, left, Endicott, NY was read. Motion was made by Schroedel, second by Boyer to re-instate Mary Taylor as an active member. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Schroedel, second by Boyer to adjourn the meeting at 8:25 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

Betty J Homa

Betty J. Homa
District Secretary

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**West Corners
 Fire Department**

**FPO Report
 2021**



**Bureau of Fire Prevention
 Monthly Incident Report
 Jun-22**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	22	9.7	Endicott		
E.M.S.	22	1.5	Endwell		1
Error			Vestal		1
Totals	44		West Endicott		1
			Union Center	3 (3)	7 (6)
Engine 98			Maine	7 (7)	6 (6)
			Newark Valley		
			Owego		
			Campville	1	1
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners
 cc Chief

*BGM Airport

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**WEST CORNERS FIRE DISTRICT
RESOLUTION TO DISPOSE OF SURPLUS APPARATUS
PURSUANT TO TOWN LAW 176(23)**

WHEREAS, the West Corners Fire District (the "Fire District") previously acquired the 1986 Spartan Pumper - VIN 1S9HT6D05HC185011 ("Fire Apparatus") which has been owned and operated by the Fire District for the purpose of fire suppression and for otherwise meeting the uses and purposes of the Fire District, and

WHEREAS, it is no longer necessary for the Fire District to retain such Fire Apparatus to achieve the objectives of the Fire District,

NOW, THEREFORE, BE IT


RESOLVED, that pursuant to Section 176(23) of the Town Law, the West Corners Fire District, Town of Union, County of Broome, State of New York, does hereby determine that the Fire Apparatus hereinabove listed is no longer necessary for any of its uses or purposes and hereby declares the Fire Apparatus to be surplus, and it is further

RESOLVED, that the Board of Fire Commissioners shall dispose of such Fire Apparatus as it deems in the best interests of the Fire District, whether by advertisement, sealed bids, or auction under such terms and conditions as the Board of Fire Commissioners deems acceptable and otherwise deems in the best interests of the Fire District, including that the Fire Apparatus be sold as is, where is; that the Board of Fire Commissioners shall reserve the right to reject any and all proposals or bids submitted; and that the sale be made without warranty, representation or guarantee and upon such further terms or conditions as in the best interests of the Fire District as determined by the Board of Fire Commissioners.

Commissioner Griffith moved, Schroedel seconded and the Board of Fire Commissioners voted as follows:

Chairman Charles Loveland AYE
Commissioner Roger Boyer AYE
Commissioner Daniel Griffith AYE
Commissioner Matthew Schroedel AYE
Commissioner John Davis AYE

The foregoing resolution was thereupon declared duly adopted and approved by the Board of Fire Commissioners on August 17, 2022.


Betty J. Horn, District Secretary
West Corners Fire District