

West Corners Fire District
Regular Meeting Minutes – January 18, 2023

Attending:

Commissioner Loveland B. Homa, Secretary
Commissioner Griffith
Commissioner Schroedel
Commissioner Heide

Guests:

S. Grinnell
R. Boyer

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

Motion was made by Heide, second by Griffith to accept the minutes from the Regular Meeting held on December 21, 2022. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Heide, second by Schroedel to accept the minutes from the Special Meeting held on January 5, 2023. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Griffith, second by Schroedel to accept the minutes from the Organizational Meeting held on January 11, 2023. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All December bank statements received and reconciled
2. Chief Mileage reports for December
3. Financial reports [see details in Treasurer's report]
4. List of items needing attention
5. Letter from Grey Goose
6. Copy of Cancer Form E05B-210.5 that was submitted to Homeland Security
7. Copy of letter sent to Verizon re: owed taxes
8. Notice of available FEMA grant
9. Copy of 2% Insurance money report submitted by the company treasurer
10. Generator contract from Delta
11. Schematic of proposed placement of new generator
12. Notice of available FEMA grant
13. Notification of change in creation of an electronic or postal address of record from Verizon
14. NBT – umbrella endorsement confirmation
15. Taylor Garbage re: rate increase
16. Officers Books from James Publishing (we did not order and was returned)
17. AFDSNY notice of Leadership Summit & Annual Conference in May
18. Company minutes from January
19. Copy of return of leave from A. Hontz
20. Donation check from T. Babcock

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	\$	10,615.62
Account 3 NBT	\$	8,665.35
Building Reserve Acct NBT	\$	160,965.65
Fire App Equip Reserve 3 NBT	\$	170,914.61
Fire App Equip Reserve NBT	\$	23,615.06

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Fire Apparatus Acct 2 NBT	\$	58,929.84
General Fund NBT	\$	98,878.24
Grant Reserve Acct NBT	\$	11,987.58
NBT Operating	\$	4,584.70
NBT Payroll Account	\$	3,032.94
Operating	\$	928.87
Repair Reserve Fund NBT	\$	5,106.60
	<u>\$</u>	<u>558,225.06</u>

- Balance Sheet as of January 18, 2023
- P&L from January 1, 2023 to January 18, 2023
- Balance sheet as of December 31, 2022
- P & L from January 1, 2022 through December 31, 2022
- Bank accounts reconciled for month of December
- Working with finance committee, reviewing various year-end items and current year
- Revised agreement received from Delta engineers which was forwarded to the Board
- Waiting on information from Chief to submit information to grant writer for FEMA grant
- Provided additional information to Delta pursuant to the request for the generator project
- Account opened with Eastern Metal Signs and Safety
- Continuing to look for additional grants
- Verizon Wireless has issued and placed in the mail, a check for 2022 school taxes and additional reimbursements from 2019

Motion was made by Heide, second by Griffith 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 6656 to 6694. All Commissioners voted in favor and the motion passed unanimously.

Training: None

Committee Reports:

1. Going to meet next Wednesday to review finance & building & grounds and write down ideas for capital improvement plan.
2. Finance committee would like to meet with the Chief Officer's
3. Offices being painted, should be finished Thursday
4. Empire finished clearing brush
5. DVR camera had to be replaced at Station 2; should get bill for equipment

Fire Prevention: None

Chief's Report:

1. 2023 Department goals are attached on his office door. Anywhere the Board feels they can assist, please reach out.
2. Chief's Tahoe that was dead was fixed for about \$200. It has been fine since. We are considering sending the other 2 to have the same fix done.
3. We have pretty much completed the 2022 spending. We are still awaiting many items, some which were order in July are not due until February (hose). I have provided the Treasurer with a list of outstanding bills.

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4. United Radio will be installing the new "control station" antennas on the 2 Stations soon. These are the Station "base radios". The actual radios will be installed later on. They are trying to get all of the antennas done first as they rented a lift to complete all 150 base radio antennas.
5. The remaining SCBA that were outstanding from the 2022 service were finished on 1/11. They are all in service.
6. We have called in a service call for EN29-1. It is throwing an error code that appears to be connected to the Secondary Restraint System (probably a sensor somewhere). It does not impede the usage of the truck and does not warrant it being out of service.
7. There is a local Fire Department that is interested in purchasing some of our High Band portable radios once they are decommissioned for the new radio system. I am trying to get a good valuation for the radios and bank chargers so that the Board can give them a price.

Company Report:

1. A. Hontz has come has requested to come off Leave of Absence
2. R. Schroedel was elected as a Lieutenant

Motion made by Heide, second by Griffith to enter into executive session at 7:21pm to discuss a personnel matter

Motion made by Heide, second by Schroedel to return to regular session at 7:26 pm

Guest Comments: None

Old Business:

1. Boyer checked into wood filler to fix the bench out front at a cost of about \$25. This will be looked at in the spring when the weather is warm enough.
2. Still waiting on Har-Rob for appraisals
3. Amended generator contract was received; section 3 talks about fees for a delay. This was discussed. The contract will be sent to our lawyer for review. Motion made by Schroedel, second by Heide to allow the Chair to sign the contract based on the positive acceptance by our lawyer. All Commissioners voted in favor and the motion passed unanimously.
4. LENS will be looked at when Davis returns from vacation
5. Keys to front door will be given to board advisors
6. Re-coring station 2 front and side doors will be looked at so they are the same key
7. Painting should be done by tomorrow, then maintenance person will be notified to come in and do waxing
8. Need bid on maintenance room flooring

New Business:

1. FEMA grant will be written for e-draulic tools
2. Account needed for purchasing at C2G of new cables for audio-visual equipment in the training room. The treasurer and secretary are working on the account and tax form. Schroedel will contact Chief Haight to see if this can be purchased locally.
3. Discussed NYS proposed property tax resolution. Expecting this topic to be discussed on Coffee with Commissioners at AFDSNY.
4. Motion made by Griffith, second by Schroedel to pay for Heide to attend the commissioner training of his choice. All Commissioners voted in favor and the motion passed unanimously.

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5. Motion made by Griffith, second by Schroedel to allow A Hontz to return to duty upon completion of a physical. All Commissioners voted in favor and the motion passed unanimously.
6. Treasurer requested that her bonding be increased to \$1.2 million dollars due to the increased amount of money in our accounts. Motion made by Schroedel, second by Griffith to increase the amount to \$1.2 million. All Commissioners voted in favor and the motion passed unanimously.
7. Motion made by Heide, second by Schroedel to allow the company to host Doug's Fish Fry on March 10 and June 1, pending receipt of the station use forms. All Commissioners voted in favor and the motion passed unanimously.

Applications: None

Motion was made by Heide, second by Schroedel to adjourn the meeting at 8:09 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

Betty J Homa

Betty J. Homa
District Secretary
Electronically signed