

West Corners Fire District
Regular Meeting Minutes – March 15, 2023

Attending:

Commissioner Loveland
Commissioner Griffith
Commissioner Schroedel
Commissioner Davis

B. Homa, Secretary
C. Kratochvil, Treasurer
N. Haight, Fire Chief

Guests:

M. Dean
R. Boyer

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

Motion was made by Schroedel, second by Davis to accept the minutes from the Regular Meeting held on February 15, 2023. All Commissioners voted in favor and the motion passed unanimously.

Please note that the Special Meeting originally scheduled for March 2nd, was not held due to not having a quorum of the board present.

Communications:

1. All February bank statements received and reconciled
2. Chief Mileage reports for February
3. Financial reports [see details in Treasurer's report]
4. Company minutes from March
5. List of items needing attention
6. Check for tax money from Town of Union
7. Check from Broome County re: election use
8. Contract & Invoice for Town of Vestal Training Site
9. Ehrlich agreement for weed control for both stations
10. Copy of grant application for e-tools
11. Letter from Delta (Rich Sanguinito) re: generator
12. Fire District Affairs for February & March
13. Insurance policies and invoices from NBT
14. Email from NBT re: generator contract coverage
15. Fire Police request from N. Davis
16. Email from FEMA re: AFGP Program Update
17. Email from FEMA re: Safer Grants
18. Flyer on Broome County Leadership Training, March 16
19. VFBL/Workers Comp Insurance Quotes
20. Letter from Coughlin & Gerhart re: special counsel investigation
21. Quote from TCS re: tablet batteries

Treasurer's Report:

The Treasurer reported the following balances:

NBT Account 2	\$ 10,637.08
NBT Account 3	\$ 8,682.87
NBT Building Reserve	\$ 291,291.05
NBT Fire App/Equip Acct 3	\$ 176,260.12
NBT Fire App Equip Reserve	\$ 43,762.84
NBT Fire Apparatus Acct 2	\$ 64,048.97
NBT General Fund	\$ 375,189.80
NBT Grant Reserve	\$ 12,011.82
NBT Operating	\$ 3,730.26
NBT Payroll Account	\$ 3,079.94
Operating	\$ 928.87

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NBT Repair Reserve Fund	\$ 15,116.92
	<hr style="width: 100%; border: 0.5px solid black;"/>
	\$ 1,004,740.54

- Balance sheet as of Mar 15, 2023
- P&L from Jan 1, 2023 to Mar 15, 2023
- Budget vs Actual Dept side from Jan 1, 2023 to Feb 28, 2023
- Budget vs Actual District side from Jan 1, 2023 to Feb 28, 2023
- Bank accounts reconciled for month of February
- Tax check received from Town of Union in amount of \$528,241.98
- Balance sheets reflect tax check being deposited in the various accounts pursuant to the 2023 Final Budget
- M&T line of credit was increased
- Will be meeting with finance committee the last week in March to review 2022 year-end and 1st quarter of 2023
- Met with finance committee to review various items throughout the month

Motion was made by Schroedel, 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 Griffith, second by Schroedel to pay all bills from check number 6728 to 6772, with the exception of 2 vouchers that have no invoices; these will be paid upon receipt of the invoices. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. N. Davis to Montour Falls Fire Police seminar, March 18

Committee Reports:

Finance Committee:

1. Waiting on contracts from Town of Union for generator

Building & Grounds:

1. Followed up on eye wash station and first aid kits. The eye wash was adjusted last week and works properly. First aid kits were purchased for the kitchen at station 1 and the communications room at station 2.
2. Phone system is down. A. Blythe was contacted to see if we could recycle power to the controller and see if it will fix the system. This will be done tonight.
3. Floor waxing of west side rooms will be April 19 & 26
4. AIS no longer does cleaning of the stoves; will look for new vendor

Insurance

1. VFBL and Workers Comp policies were received and payment sent
2. Information given on umbrella amounts for generator bidding

Equipment: nothing

Fire Prevention: Report from February 2023 attached

Chief's Report:

1. Going live on new county radio system on April 3rd; training on the radios here on next Tuesday evening
2. Certificate for ladder 29 was received yesterday

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3. Exercise equipment will be looked at over at station 2; 6 pieces are currently outside of the exercise room
4. IAM screens were fixed, but one is off again. Problem appears to happen when the internet drops
5. Ordered one gas meter, will be 3-4 weeks until receiving. The old gas meter is being looked at by a member as parts can be obtained online
6. Error code on 29-1 is fixed (re: restraint system)
7. Hose ordered last year has not been received
8. Still working on the truck inventories
9. High band radios – looking at pricing in order to sell. Looks like about \$1,000 to \$1,200 for a set of 6 and gang charger.

Board extends thanks to the department for handling the building's fire extinguishers annual inspection with AAA-ABC when doing the extinguisher testing on the apparatus.

Company Report:

1. 3 applicants on hold, needing interviews
2. BBQ will not be held in the spring
3. Doug's Fish Fry was held last Friday

Guest Comments: None

Old Business:

1. Har-Rob needs some more info in order to complete the appraisals
2. LENS account waiting on the state for access
3. Leadership Training for tomorrow night is all set to be held at Endwell station
4. Schroedel will make a list of what is to be destroyed from the safe
5. Leaf blower pricing was obtained. Will be purchased at \$165.00
6. Re-coring of doors at station 2 cannot be done
7. Maintenance office flooring repair will not be done at the present time
8. OSHA training is due to be completed by March 31

New Business:

1. Motion made by Griffith, second by Schroedel to make the liabilities for our bids the same as the values the Town of Union uses. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Schroedel, second by Davis to allow the Chief to sell the high-band radios in the amount of \$1,000. This is for 6 radios and the charger. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Schroedel, second by Griffith to allow N. Davis to attend Fire Police seminar on Saturday, March 18. All Commissioners voted in favor and the motion passed unanimously.
4. Discussion of the Spectrum box in the communications room will be held over until the next work session
5. Motion made by Griffith, second by Schroedel to have Ehrlich do vegetation maintenance at both stations. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Griffith, second by Schroedel to have T. Woodward do lawn cutting at \$80 a cutting at each station as needed. All Commissioners voted in favor and the motion passed unanimously.

Motion made by Griffith, second by Schroedel to go into executive session at 7:49 pm to discuss personnel issue

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Return to regular session at 8:20 pm
The special investigation is closed; we will contact R. McKertich to get the final communication

Applications: None

Motion was made by Schroedel, second by Davis to adjourn the meeting at 8:22 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 Department**

**FPO Report
2023**



**Bureau of Fire Prevention
Monthly Incident Report
Feb-23**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	13	6.1	Endicott		
E.M.S.	16	1.7	Endwell		
Error			Vestal	1	
Totals	29		West Endicott	1 (1)	
			Union Center	2 (2)	3 (3)
Engine 98			Maine	2 (2)	3 (3)
			Newark Valley	1	
			Owego		
			Campville		
			Berkshire		
			East Maine	1*	
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners
cc Chief

*BGM Airport

(#) indicates number of automatic mutual aid/standby calls