

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

Attending:

Commissioner Loveland
Commissioner Griffith
Commissioner Schroedel
Commissioner Davis
Commissioner Heide

B. Homa, Secretary
C. Kratochvil, Treasurer

Guests:

R. Boyer
E. Dean

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

Motion was made by Schroedel, second by Griffith to accept the minutes from the Regular Meeting held on October 18, 2023. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All October bank statements received and reconciled
2. Chief Mileage reports for October
3. Financial reports [see details in Treasurer's report]
4. Police report from NBT incident
5. W-9 certificate from Gannett Newspapers
6. Letter from Chianis Anderson Architects
7. Station use from for the company – Doug's Fish Fry March 1, 2024
8. Letter from Town of Union re: Final Budget received
9. Insurance Policies
10. Application of Karlie Adams

Treasurer's Report:

The Treasurer reported the following balances:

NBT Account 2	\$ 10,849.62
NBT Account 3	\$ 8,856.35
NBT Building Reserve	\$ 297,088.92
NBT Fire App Equip Reserve	\$ 44,633.80
NBT Fire App/Equip Acct 3	\$ 179,756.69
NBT Fire Apparatus Acct 2	\$ 65,327.91
NBT General Fund	\$ 217,956.24
NBT Grant Reserve	\$ 12,251.83
NBT Repair Reserve Fund	\$ 15,417.25
NBT Operating	\$ 3,639.58
NBT Payroll Account	\$ 1,798.94
Operating	\$ 928.87
Operating - NBT	\$ 500.00
	\$ 859,006.00

- Balance sheet as of November 15, 2023
- P&L from January 1, 2023 to October 31, 2023
- Budget vs Actual Department side from January 1, 2023 through October 31, 2023
- Budget vs Actual District side from January 1, 2023 through October 31, 2023
- Balance sheet as November 2023 for Federal Account
- P&L from January 1, 2023 through November 15, 2023 for Federal Account
- Bank accounts reconciled for month of October 2023

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- Inspection Dinner Summary sheet
- Met with Finance Committee to review various items

Motion was made by Schroedel, second by Davis 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 the NBT account, check numbers 7012 to 7045 and the bill from the Federal Account, check number 1002 to 1003. All Commissioners voted in favor and the motion passed unanimously.

Training: None

Committee Reports:

Finance Committee: None

Building & Grounds:

1. Generator may arrive Friday, it is in route and hope to be installed by Thanksgiving.
2. Waiting on new siren timer
3. Received proposal today from Colliers Engineering & Design to study the stations. They would like a virtual kickoff meeting before starting. Cost is \$17,500.

Insurance:

1. Waiting on cancer policy
2. Has a couple new names for LENS act

Fire Prevention: August, September and October reports

Chief's Report:

1. All rig PM's done
2. All yearly maintenance is done
3. Ladder 29 yearly check was completed last week, it passed with one load test issue of which we feel is the subcontractor's methodology of doing the testing.
4. Starting year-end purchases
5. Exploring option for exterior firefighters with a different style turnout gear which will be much cheaper than the interior structural gear. It is rated for brush fires.
6. Received quote from Gow for the 2 training building windows
7. E-draulic tool demonstration last week
8. Request for mutual aid agreement for Eric Dean with Apalachin Fire

Company Report:

1. Closing of the election nominations on November 27, voting on Dec 2
2. Doug's Fish Fry planned for Mar 1, 2024

Guest Comments: None

Old Business:

1. Davis no longer available to open the station on Nov 20 for the contractor. M. Homa will open the station.
2. The new no parking signs have been installed.
3. Discussed the situation at Station 2, needs a thorough cleaning.
4. Sprinkler inspection passed but it was noted that there are a lot of things missing, no additional sprinkler heads, faceplate missing, etc.

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5. Nothing more has been done with the 30-year plan, it will be discussed at the next work session
6. Heide is still working on the fitness policy
7. License plates – applications for the brush truck and EMS vehicle will be submitted
8. Need cancer rosters to be submitted by Dec 1
9. Physical policy being updated. Motion made by Schroedel, second by Heide to adopt the policy change to include paying costs incurred by someone that is sent to their personal physician for follow up. All Commissioners voted in favor and the motion passed unanimously.
10. Motion made by Schroedel, second by Heide to rescind the provisional auxiliary membership of D. Adams that was given last month as her physical has not been completed. Membership can be given next month if the physical is complete. All Commissioners voted in favor and the motion passed unanimously.

New Business:

1. Motion made by Heide, second by Davis to allow E. Dean to be on mutual aid status with Apalachin Fire so that he can run calls with them as he works there several days a week. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Schroedel, second by Griffith to have Homer Gow & Sons replace two second-story windows in the training building at the cost of \$3,500. Technically it is over \$3,000 and we should have a second quote, however due to weather and these needing to be installed, we will accept this bid. The Chief will contact Gow to have this completed. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Schroedel, second by Heide for the auxiliary to open their meeting to the public for Narcan training on Monday, November 20. All Commissioners voted in favor and the motion passed unanimously.
4. The request to stop posting the account balances in the minutes has been tabled for a month. Discussion was made to have our lawyer and the comptroller review this request before any decision is made.
5. Motion made by Griffith, second by Schroedel that all communications involving legal counsel be forwarded to every member. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Loveland, second by Griffith to allow the company to use the station on March 1, 2024 to host Doug's Fish Fry. All Commissioners voted in favor and the motion passed unanimously.

Applications:

1. Motion was made by Loveland, second by Schroedel to provisionally accept the auxiliary application of Karlie Adams, pending physical results, which must be received by the next Board meeting. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Heide, second by Davis 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
Electronically signed

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**West Corners
 Fire Department**

**FPO Report
 2023**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	14		Endicott		
E.M.S.	19		Endwell		
Error			Vestal		
Totals	33		West Endicott	2	
			Union Center		1 (1)
Engine 98			Maine	6 (6)	1 (1)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Whitney Point		
cc Board of Fire Commissioners			Apalachin		
cc Chief					

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

*BGM Airport

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**West Corners
Fire Department**

**FPO Report
2023**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	19		Endicott	1	
E.M.S.	26		Endwell		
Error			Vestal		
Totals	45		West Endicott		
Engine 98			Union Center	1 (1)	4 (4)
			Maine	3 (3)	4 (4)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
cc Board of Fire Commissioners			Whitney Point		
cc Chief			Apalachin		

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

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**West Corners
 Fire Department**

**FPO Report
 2023**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	16		Endicott	1	1
E.M.S.	29		Endwell		1
Error			Vestal		1
Totals	45		West Endicott	1	1
			Union Center		5 (4)
Engine 98			Maine	2 (2)	4 (4)
			Newark Valley	1	
			Owego		
			Campville		1
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Whitney Point		
			Apalachin		

cc Board of Fire Commissioners
 cc Chief

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