

West Corners Fire District  
Regular Meeting Minutes – February 20, 2024

Attending:

Commissioner Griffith  
Commissioner Schroedel  
Commissioner Heide  
Commissioner Reed

B. Homa, Secretary  
C. Kratochvil, Treasurer

Guests:

M. Dean

Chairman of the Board Schroedel 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 January 17, 2024. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. All January bank statements received and reconciled
2. Chief Mileage reports for January
3. Financial reports [see details in Treasurer's report]
4. Certificate of Insurance from DDS Holdco
5. Fire Prevention reports December & January
6. Copy of tax letter sent to Joe Cook, Town of Union and fire fighters re: tax exemption
7. 2023 Annual Financial Report filed with the Comptroller office and confirmation received
8. Copy of Diesel/Gasoline Federal Exemption Certificate filed with Mirabito
9. Copy of email sent to NBT re: state report
10. Copy of email sent to Mondorf & Fenwick re: state report
11. Copy of email sent to Robert McKertich re: state report
12. Copy of letter sent to Town of Union clerk and Comptroller re: state report
13. Certificate of completion of Sexual Harassment training for D. Griffith
14. Quote for rear overhead door from Gates Garage Door Company
15. Voting ballots for AFDSNY directors
16. Letter from DMA Fire Apparatus re: selling used fire apparatus
17. Vestal training site membership application and invoice
18. Copy of FEMA Grant filed 2/20/2024
19. Insurance quotes from NBT

**Treasurer's Report:**

The Treasurer reported the following balances:

NBT Account 2	\$ 10,924.69
NBT Account 3	\$ 8,917.63
NBT Building Reserve	\$ 384,144.72
NBT Fire App/Equip Acct 3	\$ 129,942.66
NBT Fire App Equip Reserve	\$ 191,000.58
NBT Fire Apparatus Acct 2	\$ 75,779.97
NBT General Fund	\$ 493,625.19
NBT Grant Reserve	\$ 12,336.60
NBT Operating	\$ 25,523.93
NBT Payroll Account	\$ 2,069.44
Operating	\$ 3,050.80
NBT Repair Reserve Fund	\$ 928.87
	\$ 1,338,245.08

- Balance Sheet as of February 21, 2024

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- P&L from January 1, 2024 to February 21, 2024
- Balance Sheet as of February 21, 2024 for Federal Account
- Bank accounts reconciled for month of January
- State Report filed and received confirmation
- Tax money received
- Cancelled two credit cards per BoC motion last month

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

There is an ice filter on order that should arrive tomorrow. Motion was made by Griffith, second by Heide to authorize the Treasurer to pay the bill upon receipt of the filter. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Griffith, second by Heide to pay all bills, check numbers 1035 to 1086. All Commissioners voted in favor and the motion passed unanimously.

**Training:** None

**Committee Reports:**

Finance Committee: None

**Building & Grounds:**

1. Matco reviewed our electrical issues today. Photo cell replaced out front. The photo cells out back are fine. Interior nightlights need to be replaced. Matco will be replacing the bulbs in those lights with lesser wattage bulbs. We will not be signing off on the generator replacement until we are sure everything is completed to our satisfaction.
2. Training building had 2 new windows replaced upstairs. The Chief wishes to have the third window upstairs replaced along with downstairs windows. The Chief will obtain quotes.
3. Nothing has been heard from Collier Engineering on the station study.
4. The East door is not opening correctly. The closer has stripped out bolts and some loose bolts. Reed tightened all the bolts and it seems to be working, but it needs to be looked at. Reed will contact Gow to have him come look at it. Motion made by Griffith, second by Heide and the cost is under \$1000.00, he is authorized to do the repair. All Commissioners voted in favor and the motion passed unanimously.

**Insurance:**

1. Quotes received for the insurance renewal for a total cost of \$31,135. (\$219 for clerical and commissioner's workers comp and \$30,916 for VFBL)

**Equipment:**

1. Nothing has been heard regarding the selling of engine 29-2

**Fire Prevention:** Reports provided for December 2023 and January 2024

**Chief's Report:**

1. The 2 windows were completed on the training building. The chief talked with Gow about the possibility of doing the third window. He would like to get a quote for that and get that done ASAP.
2. He received a phone call from an irate business owner regarding a call we were on. They claim that something we did/didn't do cost her to "lose inventory" in the "hundreds, maybe a thousand dollar" range. He has reached back out to her but she has not called

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back. Long story short, we did nothing wrong and the issue would be between her, her landlord and NYSEG. He will update as needed. She did make a comment on the message that she is "represented by a lawyer".

3. Still working through the DEC grant. We are making headway with PPE purchases. Again, this grant is open until June 2025 so we are not rushing it if we don't need to.

**Company Report:**

1. Doug's Fish Fry on March 1<sup>st</sup>
2. Turn out for Bob Abbey's funeral was good
3. Board of Directors are beginning to review the by-laws
4. Looking at streamlining the application form and making it a fill-in right on the website

**Guest Comments:** None

**Old Business:**

1. Website committee has met. Heide waiting on John Hussar to return from vacation to speak with him.
2. Sent email to Neal regarding purchasing tablets rather than AT&T hotspot. He feels the AT&T hotspot is still the best solution. Schroedel will pursue purchasing these.
3. Provided list to TCS regarding backups of computers.
4. Reed will be obtaining listing of who has station keys
5. All physicals for 2023 have been completed

**New Business:**

1. Motion made by Griffith, second by Reed to accept the quote from Baker to replace the rear door. All Commissioners voted in favor and the motion passed unanimously. Motion made by Griffith, second by Heide to authorize the treasurer to issue a downpayment in the amount of \$3,196.00. All Commissioners voted in favor and the motion passed unanimously.
2. Motion was made by Schroedel, second by Griffith to hold the March 13<sup>th</sup> work session at 6 pm at station 2. All commissioners voted in favor and the motion passed unanimously.
3. Motion was made by Heide, second by Reed to pay the workers comp insurance premium of \$219.00. All commissioners voted in favor and the motion passed unanimously.
4. Motion was made by Griffith, second by Heide to pay the VFBL insurance premium of \$30,916.00. All commissioners voted in favor and the motion passed unanimously.
5. Discussed a grant being offered by LGRMIF for records management. Also discussed to find out from Grey Goose or TCS regarding cloud storage. Motion by Griffith, second by Reed to authorize the Chair to submit a grant application if he is able to. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Griffith, second by Heide to allow the treasurer to bill Matco for the costs we incurred regarding the voltage spike that happened during the generator installation. All commissioners voted in favor and the motion passed unanimously.
7. Motion made by Griffith, second by Heide to send the Delta Engineering bill to the Town so that it can be paid through the grant. All Commissioners voted in favor and the motion passed unanimously.
8. Motion made by Griffith, second by Heide to deposit the check from the Town for the Delta bill into the NBT Building reserve account, should the Town cover the bill and it arrives prior to our next meeting. All Commissioners voted in favor and the motion passed unanimously.
9. Motion was made by Heide, second by Griffith to move 2023 year-end money of \$55,000 into the NBT Fire Apparatus equipment reserve fund and \$5,000 into NBT repair reserve fund. All Commissioners voted in favor and the motion passed unanimously.

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10. T&B will be contacted to repair the outside light at station 2, and put in motion lights in various rooms at station 1.
11. Will be purchasing a 12' ladder for station 2.
12. Motion made by Griffith, second by Heide to authorize the chief to contact Gow for quotes for additional windows. All Commissioners voted in favor and the motion passed unanimously.
13. A firefighter hit a deer on the way home from a class held in Johnson City on January 22<sup>nd</sup>. He questioned being reimbursed for his deductible. He was advised to contact our insurance company.

**Applications:** None

Motion was made by Heide, second by Reed to adjourn the meeting at 8:52 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  
2023**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	22		Endicott		
E.M.S.	26		Endwell	1	
Error			Vestal		2
<b>Totals</b>	<b>48</b>		West Endicott	1 (1)	1
			Union Center	1	4 (4)
"On Duty"	2		Maine	1 (1)	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

\*BGM Airport

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**West Corners  
Fire Department**

**FPO Report  
2023**



**Bureau of Fire Prevention  
Monthly Incident Report  
Jan-24**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	18		Endicott		1 (1)
E.M.S.	20		Endwell	3	1 (1)
Error			Vestal	1	1 (1)
<b>Totals</b>	<b>38</b>		West Endicott	1 (1)	1 (1)
			Union Center		2 (2)
"On Duty"	1		Maine	4 (4)	2 (2)
			Newark Valley	2	
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Whitney Point		
cc Board of Fire Commissioners			Apalachin		
cc Chief					

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