

West Corners Fire District
Regular Meeting Minutes – August 21, 2019

Attending:
M. Heide B. Homa
M. Schroedel C. Kratochvil
N. Steinhiser D. Thomas
C. Loveland
J. Walicke

Guests:
R. Boyer

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

Motion was made by Schroedel, second by Walicke to accept the minutes from the Regular Meeting held on July 17, 2019. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Loveland, second by Schroedel to accept the minutes from the Special Meeting held on August 14, 2019. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. Fire District Affairs for August – September
2. Email from Air Cleaning Systems re: installation guide
3. Check from Western Broome Chiefs for refreshment reimbursement (89.64)
4. J. Singer work report
5. FOIL request from LexisNexis
6. Copy of letter to Culligan re: account balance
7. Letter from MES re: Air packs due for flow testing
8. Town of Union assessed evaluation
9. Lourdes re: flu shots available
10. NBT re: coverage for new Chief's vehicles
11. Copy of letter from Coughlin & Gerhart provided to Mondorf re: no claims or litigations
12. Copy of Oath of Office for Joe Walicke

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	\$	10,573.73
Account 3 NBT	\$	8,630.95
Building Reserve Acct NBT	\$	2,101.96
Fire App Equip Reserve 3 NBT	\$	175,810.71
Fire App Equip Reserve NBT	\$	214,475.82
Fire Apparatus Acct 2 NBT	\$	38,739.65
General Fund NBT	\$	263,841.73
Grant Reserve NBT	\$	252.43
NBT Operating	\$	16,126.23
NBT Payroll Account	\$	1,292.64
Operating	\$	928.87
	\$	<u>732,774.72</u>

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- Balance sheets; Profit & Loss provided through August; check register
- Finance committee met
- Battaglini seal coat bill was paid per last month approval
- Air control was paid
- Rec'd bill from Burr Trucking but will be rebilled to air control as it was not our bill
- Grant Reserve Account is down because \$16,000 was transferred to pay Air Control of which \$11,695 will be reimbursed upon receipt of FEMA money. \$4,305 is the District's share of the Exhaust System grant
- Building Reserve Account is down because \$74,412 was transferred to pay Air Control for the Exhaust System of which will be reimbursed upon receipt of FEMA money
- Fire App/Equip Reserve 3 is down because \$72,220.88, will be transferred to pay the miscellaneous bills after tonight's meeting

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

- \$880 will be paid from new equip for retrofitting old chief's vehicles
- Mileage trackers to be paid from computer budget

Motion was made by Schroedel, second by Steinhiser to pay all bills from check number 5056 to 5101. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. M. Schroedel & B. Homa to Records retention/management training in Ithaca, October 11th. Course is free will only need mileage reimbursed.

Committee Reports:

1. Budget is being worked on, needs to be approved in September
2. Met with DT to review the 30 year plan work sheet
3. Working on re-keying station. Quotes were requested. Received one quote from Yel-Help for \$597.88 for just re-keying; \$1,622.68 to also install storeroom key function. 20 keys will also be obtained for the outside entrance doors.

Fire Prevention: Report for July 2019

Chief's Report:

1. New Chief vehicles are nearly finished. AED's will be installed.
2. Big rig PM's are done; Corrosion on 29-1 found
3. Seat was repaired by J&R
4. Brush truck PM still needs to be done.
5. Questioned spending limit, and he spoke with comptroller on exclusions. This is being looked at regarding paying interest, and paying cash.

Company Report: None

1. Ice Cream Social attendance was down a bit, but profits were about the same as last year.
2. Dick's open parking went well

Guests: None

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Old Business:

1. Boyer inquired about the quote he submitted washing the building. Additional quotes are being obtained for re-pointing the brick and washing.
2. Completion certificate from computer shop which needs to be signed. Steinhiser will sign.
3. Inquired about the Mirabito gas cards. We have 4 cards out to the Chiefs and Chairman. Personnel had trouble obtaining gas for the EMS. Advised that Town of Union is available so gas can be obtained there, and there are keys in the small vehicles.
4. Plymovent system now installed; was questioned should the Ward Diesel units be removed. Steinhiser researching a retro fit for these.
5. Having issue with new mileage trackers getting them online and set up. They requesting a credit card, however we get invoiced for them. The units need to be removed and wifi passwords updated. Will provide reports when this is done.

New Business:

1. Working with B. VanGorder (Fire Districts Mutual) to sponsor training program for Fire Department Officers. No cost to any fire departments/districts. Will be held on October 15th at Huron.
2. Noted in Fire District Affairs: property tax cap is 2% / cancer law remains at the same level as for 2019 relating to qualifications / sexual harassment policy may need to be updated to requiring training each year / recruitment and retention articles are interesting.
3. Motion was made by Steinhiser, second by Schroedel to have YelHelp re-key the station at a cost not to exceed \$1,999.00. All Commissioners voted in favor and the motion passed unanimously.
4. Motion was made by Steinhiser, second by Walicke to sign waiver as presented for The Computer Shop regarding hooking the system to the siren. All Commissioners voted in favor and the motion passed unanimously.
5. Presented draft for duties of a purchasing agent. This to be reviewed and discussed at next work session
6. Reviewed the working budget worksheet regarding the exclusions that can be taken.
7. Schroedel worked on the 55 year plan worksheet last weekend with Chief Thomas.
8. Motion was made by Loveland, second by Walicke to approve Mutual Aid plan. All Commissioners voted in favor and the motion passed unanimously.

Applications:

The application of Joseph Walicke, 318A Glendale Drive, Endicott, was read. Motion was made by Schroedel, second by Loveland to accept this application as read. Motion passed with a yes vote by Heide, Schroedel, Steinhiser and Loveland. Walicke abstained.

Motion was made by Steinhiser, second by Schroedel to adjourn the meeting at 8:11 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
 2019**



**Bureau of Fire Prevention
 Monthly Incident Report
 Jul-19**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	15	12.5	Endicott	1	
E.M.S.	23	0	Endwell	1	
Error	0		Vestal	1	
Totals	38		West Endicott		
			Union Center	1	
Engine 98	0		Maine	1	
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
			Whitney Point		
NFIRS submitted 819/19					