

West Corners Fire District  
Regular Meeting Minutes – July 15, 2020

Attending:

M. Heide        B. Homa  
N. Steinhiser   C. Kratochvil  
C. Loveland    D. Thomas  
D. Griffith  
M. Schroedel (appointed in New Business)

Guests:

J. Kratochvil  
J. Hontz  
M. Schroedel (only until appointment)  
D. Grinnell

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

Motion was made by Loveland, second by Steinhiser to accept the minutes from the Regular Meeting held on June 17, 2020. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. Letter from NY Workers Comp Board: stipulated decision on firefighter injury from October 2019 (carrier not to continue payments)
2. Certificates of Insurance: UE Schools, AAA ABC Fire & Burglar Protection Corp, and Doug's Fish Fry
3. Fire District Affairs for June & July
4. J. Singer: list of items needing attention/repair
5. Assessment for 2021 from Town of Union

**Treasurer's Report:**

The Treasurer reported the following balances:

|                              |              |
|------------------------------|--------------|
| Account 2 NBT                | \$ 10,592.23 |
| Account 3 NBT                | \$ 8,646.03  |
| Building Reserve Acct NBT    | \$ 98,610.28 |
| Fire App Equip Reserve 3 NBT | \$160,438.35 |
| Fire App Equip Reserve NBT   | \$343,655.85 |
| Fire Apparatus Acct 2 NBT    | \$ 48,809.15 |
| General Fund NBT             | \$305,399.80 |
| Grant Reserve Acct NBT       | \$ 11,962.34 |
| NBT Operating                | \$ 5,034.41  |
| NBT Payroll Account          | \$ 2,424.76  |
| Operating                    | \$ 928.87    |
|                              | \$996,502.07 |

- Balance sheet as of July 15, 2020
- Profit & Loss from Jan 1 – July 15, 2020
- Budget vs Actual for dept Jan 1 – June 30, 2020
- Detailed transaction sheet for some transactions
- Budget vs actual for district side Jan 1 – July 15, 2020
- Check register Jan 1 – July 15, 2020
- Currently 2 budgets are over, legal at \$615.71 as of 6/30/2020 and travel district &67.38 as of 6/30/2020. After paying bills tonight, legal will be over by \$1,653.21
- Bank accounts reconciled
- Working with finance committee regarding 2021 budget. These numbers were provided to Schroedel after the last work session

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- Communications throughout from last meeting with finance committee
- Contacted Town of Union regarding assessment for 2021 budget
- Bill Fenwick of Mondorf & Fenwick will attend the August work session to review the 2019 fiscal audit

Motion was made by Loveland, 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 Steinhiser, second by Loveland to pay all bills from check number 5450 to 5467, except for the Gates Garage Door billing. When the work is completed to satisfaction, Steinhiser will let the Treasurer know that the payment can be released. All Commissioners voted in favor and the motion passed unanimously.

**Training:** none

**Committee Reports:**

1. Duffy was here last week to repair ice maker. There were 2 issues – level controller is on order; they will return on Friday to put the part in
2. Burr Trucking was here to repair the plymovent system for EMS truck. Up and running now
3. Burr Trucking would like to get into fire apparatus repair realm
4. Generator service will be done tomorrow
5. Call into Petcosky to do testing for flow & alarm system
6. Call placed for cleaning on the copier
7. Finance to meet Monday July 20 at 6:30 pm to prepare budget worksheet
8. Camera in use signs have been received and will be placed in the building
9. Key pad quote has been requested for station 2
10. Steinhiser is still working on cleaning contract
11. Need to look for a replacement for Commissioner opening
12. Maintenance room fob reader has been repaired

**Fire Prevention:** No report

**Chief's Report:**

1. BEFO class will be held at our station beginning on August 26<sup>th</sup> (Monday/Wednesday/3 Saturday's)
2. Presented a quote for repairs to engine 29-2. This is the 2<sup>nd</sup> engine due into a fire scene and will not be sold when we get the new engine. Repairing the issues with it should get us through until it is time to replace the engine. The quote is for \$11,799.27, however he would not do the step repair which would save \$1,500.
3. His credit card was hacked again. He has taken care of it with the bank and will be issued a new card.

**Company Report:**

1. Ice Cream Social has been canceled
2. Doug's Fish Fry is tomorrow

**Guests:** None

**Old Business:**

1. Discussion was held on repairing E29-2 rig. It is the 2<sup>nd</sup> in engine and will not be sold when the new engine is purchased. Steinhiser feels 29-11 should be estimated for repairs, and

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then decide which engine would logically be better to repair to last until the next engine would be due to purchased.

2. Motion to Steinhiser, second by Griffith to accept Joe Walicke's resignation as Commissioner. All Commissioners voted in favor and the motion passed unanimously.
3. Permission was given to have Preston Burns do station 1 power wash and repointing of the brick at a cost of \$1,800.
4. Permission given to Homer Gow, who was the lowest bidder, to replace, paint the doors and jams at Station 2 at a cost of \$3,176.
5. The janitor cleaning schedule has been returned to the prior covid 19 level.

**New Business:**

1. District Credit card has been scammed; Chief has taken care of it and will be issued a new card.
2. Steinhiser asked if the board really needs J. Singer to report the hours he works at the station. He will be told that he really doesn't need to keep that excel sheet of hours – Griffith will speak with him.
3. Discussion was held on financing projects, and granting permissions for projects. Also discussed a maintenance person position.
4. Motion made by Steinhiser, second by Griffith to open the fitness room to no more than two persons at a time and they must adhere to a directive to be posted by the Chief. All Commissioners voted in favor and the motion passed unanimously.
5. If any person has an exposure or tests positive to covid19, the Board and Chief need to be informed immediately so proper action can be taken.
6. Motion made by Steinhiser, second by Loveland to appoint Mathew Schroedel as Commissioner serving to end of 2020. All Commissioners voted in favor and the motion passed unanimously.
7. Motion was made by Loveland, second by Steinhiser to allow the BEFO class to be held at our station beginning August 26<sup>th</sup>. All Commissioners voted in favor and the motion passed unanimously.
8. Permission was granted to repair engine 29-2

Motion made by Steinhiser, second by Loveland to enter into executive session at 8:15 pm to discuss a personnel issue

Motion made by Griffith, second by Loveland to return to the regular session 9:04 pm

**Applications:** None

Motion was made by Schroedel, second by Steinhiser to adjourn the meeting at 9:04 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

*Betty J Homa*

Betty J. Homa  
District Secretary