

West Corners Fire District  
Regular Meeting Minutes – March 16, 2021

Attending:

C. Loveland    B. Homa  
D. Griffith    C. Kratochvil  
R. Boyer       J. Hontz  
M. Schroedel

Guests:

M. Heide  
J. Kratochvil

Chairman of the Board Loveland called the Regular Meeting to order at 7:08 pm.

Motion was made by Schroedel, second by Griffith to accept the minutes from the Regular Meeting held on February 15, 2021. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. Received check from Maine Fire for the sale of the Blitz Fire
2. Copy of state report & confirmation from State report
3. Chief's vehicle mileage reports for February
4. Receipt from paying property taxes
5. Quote from PAC Signs (25,918.00)
6. Engagement letter from Mondorf & Fenwick
7. Training room insurance reimbursement check
8. Verizon reimbursement of property taxes
9. Property Tax receipt
10. Workers Comp Insurance cards
11. Vestal Training Site contract
12. List of items needing repair at the station
13. Passwords from M. Schroedel, B. Homa, C. Kratochvil
14. Treasury reports
15. Quickbooks backup disk

**Treasurer's Report:**

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,596.77
Account 3 NBT	\$ 8,649.93
Building Reserve Acct NBT	\$ 120,643.11
Fire App Equip Reserve 3 NBT	\$ 170,545.19
Fire App Equip Reserve NBT	\$ 436,401.70
Fire Apparatus Acct 2 NBT	\$ 58,825.39
General Fund NBT	\$ 371,678.50
Grant Reserve Acct NBT	\$ 11,966.33
NBT Operating	\$ 3,856.90
NBT Payroll Account	\$ 2,248.12
Operating	\$ 928.87
Repair reserve Fund NBT	\$ 100.00
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	\$ 1,196,440.81

- Balance Sheet as of March 17, 2021
- P&L Statement from 1/1/21 to 3/17/21
- Check received from Town of Union for \$478,680.59

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- Check received from Verizon Wireless for \$699.86 which our letter requested \$733.85
- Insurance Claim Check from McNeil & Co for \$5,456.50 (training room)
- Check received from State of New York Unclaimed Funds for \$206.19
- Check from Maine Fire District # 1 for \$1,000.00 for Blitz Fire Nozzle
- Paid Receipt received from Broome County for 2021 Union Town and County Tax
- Mirabito Holdings, Inc. completed & mailed Diesel and/or Gasoline – Federal Exemption Certificate per their request
- Annual 2020 State Report filed; confirmation filed with secretary
- Chief advised 3 sets of gear arrived that was ordered in December
- Tax Money deposited into various reserve accounts as pursuant to the 2021 Budget
- Bank Accounts Reconciled

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

Motion was made by Boyer, second by Schroedel to pay all bills from check number 5774 to 5814. All Commissioners voted in favor and the motion passed unanimously.

**Training:** None

**Committee Reports:**

1. B&G – had presentation by PAC signs, will motion to accept
2. Training wall update – D. Thomas working with Gow & Penn York. These were sent to insurance and we have received check
3. Motion tabled regarding station 2 doors will be brought up later
4. Trying to get hold of Gates Doors, they are not returning our call, so Schroedel will go over there on Friday
5. Drains at station 2 need to be cleaned
6. Physical review: The new applicant canceled his appointment and did not reschedule  
A firefighter that was due to have his physical by February 4<sup>th</sup> has not scheduled his physical so is now out of compliance with the medical policy

**Fire Prevention:** See attached for report from February 2021

**Chief's Report:**

1. Electrical work on the training building is complete
2. Training building roofing job to be started in 2-3 weeks weather permitting
3. Replaced lights on EMS & Utility 29

**Company Report:**

1. Read new applicant for auxiliary, voted ok by auxiliary after D. Leonard & D. Grinnell interviewed her. B. Homa was asked to contact her to get her physical
2. BBQ & Ice Cream Social still up in the air with covid restrictions

**Guests:** None

**Old Business:**

1. PAC Signs will need some electrical done work before installing the new front sign. Motion made by Schroedel, second by Griffith to contract with PAC, for option #1 at cost of \$25,918.00 with bricking. The Treasurer is authorized to make a payment of half

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down as required by PAC. All Commissioners voted in favor and the motion passed unanimously.

2. Motion made by Griffith, second by Schroedel to pay \$40 bill to town for the work permit. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Griffith, second by Schroedel for all other work required (removal, electrical, etc) for the new sign. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Schroedel, second by Griffith to sign the contract with the Computer Shop. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Schroedel, second by Griffith to pay T & B Electrical for electrical work on the training building in the amount of \$4,050.00. The check to be released when the invoice arrives. All Commissioners voted in favor and the motion passed unanimously.
6. Training room wall quotes:  
Gow: \$8,600.40  
Penn York: \$6,981.50

Motion was made by Griffith, second by Boyer to award the contract to Penn York. Motion passed with affirmative votes by Loveland, Griffith and Boyer. Schroedel abstained.

7. Door frames at station 2: Quote received from Gow at \$1,100 to repair overhead door frames: to grind down and fill with epoxy to retard any more deterioration and paint 4' up. Motion made by Schroedel, second by Boyer to award the contract in the amount of \$1,100. All Commissioners voted in favor and the motion passed unanimously.
8. The Chief is working on the required Communicable Disease Plan

**New Business:**

1. Motion made by Griffith, second by Schroedel to sign engagement letter for Mondorf & Fenwick to do the audit of the 2020 books. All Commissioners voted in favor and the motion passed unanimously.
2. Verizon tax check was again short by about \$40. Schroedel will be writing a letter so we have a paper trail of their lack of full payments.
3. Lawn Service – TW Cleaning was questioned about doing lawn service and he will do it for his time and using his own machine.
4. Hood system needs to be done; Schroedel to handle
5. Schroedel will reach out to Ten-Kate Grant Service regarding the availability of a generator grant
6. We need look over the capital improvement spreadsheet and narrative plan to see what monies will be needed and are available. Schroedel will review this.
7. Griffith can have shredding done at 20 cents a pound
8. Resolution needs to be drawn up for Delta Engineers payment. Money to be taken out of the Building Reserve Acct NBT.
9. Old computer equipment can be made available to company members. Motion made by Griffith, second by Schroedel to allow anyone to take what they may want by the end of the month. All Commissioners voted in favor and the motion passed unanimously.
10. Year-end money may only be \$3,800
11. Vacuum cleaner is broken and needs to be dropped off to Riley's for repair. TW Cleaning can handle that. If Riley's can't do it, we will check with Sanico's.

**Applications:** None

Motion was made by Schroedel, second by Griffith to adjourn the meeting at 8:09 pm. All Commissioners voted in favor and the motion passed unanimously.

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Respectfully submitted,

*Betty J Homa*

Betty J. Homa  
District Secretary

**West Corners  
Fire Department**

**FPO Report  
2021**



**Bureau of Fire Prevention  
Monthly Incident Report  
Feb-21**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	11	10.5	Endicott	5	
E.M.S.	16	3.2	Endwell		
Error			Vestal		
<b>Totals</b>	<b>27</b>		West Endicott		
Engine 98			Union Center	1 (1)	
			Maine		
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
			Glen Aubrey		
			Apalachin		

NFIRS submitted 3/9/2021

cc Board of Fire Commissioners  
cc Chief

\*BGM Airport