

West Corners Fire District
Regular Meeting Minutes – October 19, 2022

Attending:

C. Loveland B. Homa
R. Boyer C. Kratochvil
D. Griffith N. Haight
M. Schroedel
J. Davis

Guests:

Dennis Leonard

Chairman of the Board Loveland called the Regular Meeting to order at 7:02 pm.

Motion was made by Boyer, second by Schroedel to accept the minutes from the Regular Meeting held on September 21, 2022. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Boyer, second by Griffith to accept the minutes from the Budget Hearing held on October 18, 2022. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All September bank statements received and reconciled
2. Chief Mileage reports for September
3. Financial reports [see details in Treasurer's report]
4. Fire Company minutes for October
5. List of items needing attention
6. Insurance Certificates: Culligan, Mirabito
7. Letter from Town of Union re: proposed budget 2023 referred to comptroller
8. Letter from Broome County Elections re: station use for general election Nov 8
9. Signed insurance paperwork for ESIP policy forms
10. Confirmation that Tax Cap Form was submitted by Treasurer
11. Received transcript of the budget hearing
12. Insurance quote for arrow trailer

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,605.21
Account 3 NBT	\$ 8,656.85
Building Reserve Acct NBT	\$160,759.47
Fire App Equip Reserve 3 NBT	\$170,695.69
Fire App Equip Reserve NBT	\$ 22,946.60
Fire Apparatus Acct 2 NBT	\$ 58,872.09
General Fund NBT	\$137,872.69
Grant Reserve Acct NBT	\$ 11,975.83
NBT Operating	\$ 6,941.62
NBT Payroll Account	\$ 2,803.60
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 5,101.59
	\$598,160.11

- Balance Sheet as of October 19, 2022
- P&L from January 1, 2022 to October 19, 2022

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- Budget vs Actual Department from January 1, 2022 to September 30, 2022
- Budget vs Actual District from January 1, 2022 to September 30, 2022
- Budget vs Actual New Engine from January 1, 2022 to September 30, 2022
- Check register from January 1, 2022 to October 19, 2022
- Bank accounts reconciled for month of September
- Expecting check from Manasse Auction, BoC needs to determine which account check should be deposited into
- Tax Cap filed with NYS Comptroller Office
- TenKate advised new rates for the 2022 Grant Season, \$2,000 for the first AFG grant and \$1,000 for second AFG grant
- Continuing to work with vendor regarding outstanding replacement check that hasn't cleared the bank account

Motion was made by Griffith, 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 Griffith, second by Schroedel to pay all bills from check number 6536 to 6571. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. D. Tennant taking smoke divers on Nov 5 & 6
2. M. Loveland instructing smoke divers Nov 5 & 6

Committee Reports:

1. Budget completed, need to vote on tax cap override and final budget tonight
2. Canceled insurance on the 1986 Young vehicle that was just sold
3. Quotes received for arrow trailer of \$130 for auto policy and \$43 for inland marine policy
4. Flow test done on sprinkler system
5. The new cord reel can't be installed with the ladders in house. Will have to have T & B do the install as they will be here to do some other repairs soon.

Fire Prevention: None

Chief's Report: None

Company Report:

1. Doug's Fish Fry was held on Oct 13th
2. Truck or Treat will be held on Oct 31st, 5 pm – 7 pm
3. Election nominations will begin this month
4. Dedication went well
5. Assistant Chief Thomas has resigned

Guests: None

Old Business:

1. Plymovent – Burr Trucking contacted to reschedule
2. Light bulbs were replaced on apparatus floor
3. Phoenix at Huron campus responded late regarding the class to be presented by W. VanGorder. We will reschedule the class to January.
4. The 1986 Spartan was sold at auction last weekend for \$4,600. Check to be received in 10 business days.
5. Working on getting plaques installed on the vehicle and the training building

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New Business:

1. Physical listing has been posted for those needing a physical this year
2. Motion made by Schroedel, second by Griffith to place the check from the sale of the Spartan into the Fire App Equip Reserve account. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Schroedel, second by Griffith to add the treasurer to the Grainer account as an administrator in order to be able to see billings. A current account administrator will need to add the treasurer. All Commissioners voted in favor and the motion passed unanimously.
4. Empire Lawn will do the salt/snow removal, there is no contract. Motion made by Schroedel, second by Boyer to have Empire Lawn do snow removal for the 2022-23 winter season. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Schroedel, second by Boyer to authorize D. Tennant to take the smoke divers course and M. Loveland to teach the course November 5 & 6th. All Commissioners voted in favor and the motion passed unanimously.
6. Agreed to dispose of the old sign westcornersfire.com that was taken off from the old sign.
7. The 2 monitors in commissioner's office can be turned over to TCS.
8. POW flag in the commissioner's room can be rehung
9. A resolution was offered by Schroedel, second by Griffith to set the Annual District voting date as December 13, 2022 from 6 – 9 pm. The resolution passed with the roll call vote: Loveland: AYE, Boyer: AYE, Griffith: AYE, Schroedel: AYE, Davis: AYE
10. Resolution to Override real property tax cap for the 2023 budget was offered by Schroedel, second by Boyer. Resolution passed as per the roll call vote as follows: Loveland: AYE, Boyer: AYE, Griffith: AYE, Schroedel: AYE, Davis: AYE
11. Resolution to Approve the Final Budget for 2023 was offered by Schroedel, second by Boyer. Resolution passed as per the roll call vote as follows: Loveland: AYE, Boyer: AYE, Griffith: AYE, Schroedel: AYE, Davis: AYE
12. Discussed the open assistant Chief's position

Executive session called by Loveland at 8:00 pm to discuss update from attorney regarding an ongoing legal matter with personnel

Regular session resumed at 8:08

The board has been updated regarding the status with the attorney

Applications: None

Motion was made by Griffith second by to adjourn the meeting at 8:08 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 DISTRICT

RESOLUTION #1: Override real property tax cap for the 2023 budget

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District must adopt a proposed budget for 2023 and estimate the fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District held the annual fire district budget hearing on notice to the public on October 18, 2022, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 18, 2022 at said budget hearing, and

WHEREAS, the Board has determined that the financial needs of the fire district and fire department for fiscal year 2023 cannot be supported by a budget that would comply with the real property tax cap established pursuant to Section 3-c of the General Municipal Law as the proposed budget for 2023 calls for a real property tax levy that will exceed the real property tax cap permitting only a 2% increase in said tax levy; and

WHEREAS, Section 3-c of the General Municipal Law provides as follows:

A local government may adopt a budget that requires a tax levy that is greater than the tax levy limit for the coming fiscal year, not including any levy necessary to support the expenditures pursuant to subparagraphs (i) through (iv) of paragraph g of subdivision two of this section, only if the governing body of such local government first enacts, by a vote of sixty percent of the total voting power of such body, a local law to override such limit for such coming fiscal year only, or in the case of a district or fire district, a resolution, approved by a vote of sixty percent of the total voting power of such body, to override such limit for such coming fiscal year only.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves a determination to override the real property tax cap for the 2023 budget only in order to permit an annual real property tax levy that will exceed the real property tax cap permitting only a 2% increase in said tax levy and result in a final annual fire district budget in the amount of \$528,242.00, and

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairperson Loveland: AYE
Commissioner Griffith: AYE
Commissioner Schroedel: AYE
Commissioner Boyer: AYE
Commissioner Davis: AYE

The resolution was thereupon duly declared to have been adopted.

Dated: Endicott, NY
October 19, 2022

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Final Budget

Assessed Valuation	\$10,290,460.00	2023 Tax Levy Cap	0.02
Number of Parcels	2155	Tax Rate	\$51.33

<u>District Side</u>	<u>Final</u> 2023 Budget
Association Dues - District	\$ 500.00
Building & Grounds	\$ 40,027.00
Building & Grounds Maintenance	\$ 6,300.00
Building & Grounds Improvements	\$ 20,000.00
Computer	\$ 11,256.00
CPA	\$ 7,800.00
Election Board/Setup	\$ 100.00
Inspection Dinner	\$ 3,500.00
Insurance	\$ 48,642.00
Legal	\$ 6,000.00
Office Supplies	\$ 1,500.00
Physicals	\$ 14,000.00
Postage	\$ 325.00
Publication of Notice	\$ 400.00
Reference Books	\$ 300.00
Training - District	\$ 400.00
Travel - District	\$ 400.00
Conferences	\$ 2,000.00
Electric	\$ 11,000.00
Gas	\$ 9,000.00
Internet	\$ 3,625.00
Telephone	\$ 2,350.00
Water	\$ 1,400.00
Workers Compensation	\$ 40,132.00
Payroll Service	\$ 1,150.00
Payroll & Payroll Taxes	\$ 12,000.00
Website	\$ 600.00
Grant Writing	\$ 1,500.00
Building Reserve	\$ 130,000.00
Fire Apparatus/Equip Reserve #3	\$ 5,000.00
Fire Apparatus/Equip Reserve	\$ 20,000.00
Fire Apparatus Acct 2	\$ 5,000.00
Repair Reserve Fund	\$ 10,000.00
Grant Reserve	\$ 0.00
Total District Side	\$ 416,207.00

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<u>Description</u>	<u>Final</u> <u>2023 Budget</u>
Department Side	
Association Dues/Subscriptions -Dept	\$ 2,700.00
Conventions -Dept	\$ 200.00
Diesel/Fuel	\$ 6,000.00
EMS	\$ 1,500.00
Fire Apparatus Repairs	\$ 37,750.00
Fire Equipment Repairs	\$ 11,420.00
Fire Police	\$ 1,200.00
Fire Prevention	\$ 600.00
Food for Fires	\$ 1,500.00
New Equipment	\$ 50,965.00
Radio/Pagers-Maintenance	\$ 1,000.00
Reference Books-Dept	\$ 675.00
Training - Dept	\$ 4,925.00
Travel - Dept	\$ 600.00
Total Department Side	\$ 121,035.00
Total District Side	\$ 416,207.00
Total Department Side	\$ 121,035.00
Sub-Total	\$ 537,242.00
Revenue Carry Over	\$ (3,000.00)
Verizon 2023	\$ (6,000.00)
Total 2023 Final Budget	\$ 528,242.00

The budgeted tax rate comparison is before the tax adjustment that assesses the West Corners Fire District's share of tax (reassessment) refunds paid by the County.

Presented at Public Hearing held on October 18, 2022

Approved by West Corners Board of Fire Commissioners on October 19, 2022



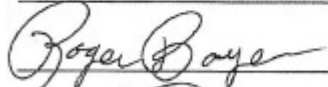
Charles Loveland, Chairperson



Daniel Griffith, Commissioner



Matthew Schroedel, Commissioner



Roger Boyer, Commissioner



John Davis, Commissioner

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VOTING RESOLUTION OF THE WEST CORNERS FIRE DISTRICT

A regular meeting of the Board of Fire Commissioners of the West Corners Fire District, in the Town of Union, Broome County, New York was held at the West Corners Fire Station No. 1, 500 Day Hollow Road, Endicott, New York on October 19, 2022 at 7:00 pm. There were present Charles Loveland, Daniel Griffith, Matthew Schroedel, Roger Boyer, and John Davis.

Also present: Betty J. Homa, Fire District Secretary and Cheryl A. Kratochvil, Fire District Treasurer.

The following Resolution was offered by Schroedel who moved its adoption:

WHEREAS Section 175 of the Town Law provides a system for an annual Fire District election of officers; and

WHEREAS every elector of the Town who shall be a registered voter and who shall have resided in the district for the period of 30 days next preceding the election shall be qualified to vote for such officers; and

WHEREAS the district has not adopted additional personal registration pursuant to Section 175-a of the Town Law for persons not registered with the Board of Election;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Annual Election of the West Corners Fire District shall be held on December 13, 2022 at Fire Station No. 1, said date being the second Tuesday in December as prescribed by law, for the following purpose:

a) To elect a Fire Commissioner for a full term of five (5) years commencing January 1, 2023 and ending December 31, 2027 (term of Roger Boyer expires).

2. Paper Ballots will be used and the polls shall be open from 6:00 pm until 9:00 pm.

3. Nominating petitions must be filed with the Fire District Secretary on or before November 23, 2022, said date being at least twenty (20) days prior to the date of the Annual Election. Each of said nominating petitions filed, shall be subscribed by not less than twenty-five (25) qualified voters of the district.

4. In lieu of a petition, the Board of Commissioners will accept a letter of intent in accordance with §176 of Town Law resolving that those persons wishing to be a candidate for Commissioner shall submit a letter of intent to the District Secretary, 500 Day Hollow Rd., Endicott, NY 13760, on or before November 23, 2022, said date being at least twenty (20) days prior to the date of the Annual Election. This letter of intent shall indicate which office and the term for which the individual wishes to run. The Board reserves the right to invalidate the letter of intent if the office and term are not indicated.

4. The Fire District Secretary is hereby directed to publish the notice of said Annual Election (in the form annexed hereto) in the Press & Sun Bulletin on or after November 9, 2022, and prior to November 16, 2022.

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6. After the polls have been closed, the Election Inspectors shall immediately canvass publicly the ballots cast and the Chairman shall announce the results and within seventy-two (72) hours thereafter, the Chairman and the Election Inspectors shall execute and file a Certificate of the results of the canvass with the Board of Fire Commissioners and with the Town Clerk of the Town of Union.

7. The following resident electors of the Fire District are hereby appointed to constitute the West Corners Fire District Board of Elections for preparing the registration rolls and for the 2022 Annual Fire District Election:

Chairman	Sharon Abbey
Inspector of Election	Rachelle White

8. The Chairman, Election Inspectors and Clerk shall each be compensated in the amount of \$50.00 for their services in preparing the registration records and attendance at the Annual Election.

9. In case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, the Chairman of the Board of Fire Commissioners shall have the power and duty to appoint alternates who are resident electors.

10. If additional clerical help is deemed necessary, the Board of Fire Commissioners will consider the appointment of such clerical persons upon request of the Chairman of the Fire District Board of Election.

11. This resolution shall be effective immediately.

The Resolution was seconded by Commissioner Griffith

Upon roll call, the vote resulted as follows:

	Aye	No
Chairman Loveland	<u> X </u>	<u> </u>
Commissioner Griffith	<u> X </u>	<u> </u>
Commissioner Schroedel	<u> X </u>	<u> </u>
Commissioner Boyer	<u> X </u>	<u> </u>
Commissioner Davis	<u> X </u>	<u> </u>

The Chairperson thereupon declared the resolution adopted.

Betty J. Homa
Betty J. Homa, District Secretary

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NOTICE OF ANNUAL ELECTION OF WEST CORNER'S FIRE DISTRICT

NOTICE IS HEREBY GIVEN that the Annual Election of the West Corners Fire District, Town of Union, Broome County, New York, will be held at Fire Station No. 1, 500 Day Hollow Road, West Corners, Town of Union, New York, within said Fire District, on December 13, 2022, between the hours of 6:00 pm and 9:00 pm, during which time the polls will be open.

Voting will be by the use of paper ballots.

The election will be held for the following purpose:

- a) To elect a Fire Commissioner for a full term of five (5) years commencing January 1, 2023 and ending December 31, 2027 (term of Roger Boyer expires).

PLEASE TAKE FURTHER NOTICE that each candidate for the office of Fire Commissioner must be nominated by a petition subscribed to by not less than twenty-five (25) qualified voters of said Fire District, and that each candidate must file his name, together with his nominating petition, with the Fire District Secretary, Betty J. Homa, at least twenty (20) days prior to the date of said Election, to wit, on or before November 23, 2022.

In lieu of a petition, the Board of Commissioners will accept a letter of intent in accordance with §176 of Town Law resolving that those persons wishing to be a candidate for Commissioner shall submit a letter of intent to the District Secretary, 500 Day Hollow Rd., Endicott, NY 13760, twenty (20) days prior to the date of the Annual Election, to wit, on or before November 23, 2022. This letter of intent shall indicate which office and the term for which the individual wishes to run. The Board reserves the right to invalidate the letter of intent if the office and term are not indicated.

Every elector of the Town who shall have resided within the Fire District for a period of thirty (30) days preceding the Election and who is a duly registered voter under Permanent Personal Registration in the County of Broome shall be qualified to vote at said Election.

Dated: October 19, 2022
Betty J. Homa
Fire District Secretary