

West Corners Fire District  
Regular Meeting Minutes – September 21, 2022

Attending:

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

Guests:

D. Grinnell

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

Motion was made by Boyer, second by Schroedel to accept the minutes from the Regular Meeting held on August 17, 2022. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Boyer, second by Schroedel to accept the minutes from the Special Meeting held on September 7, 2022. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Boyer, second by Schroedel to accept the minutes from the Special Meeting held on September 14, 2022. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. All August bank statements received and reconciled
2. Chief Mileage reports for August
3. Financial reports [see details in Treasurer's report]
4. Fire Company minutes for September
5. Letter from Lourdes re: flu shots
6. Affidavit from Press for legal ad
7. School tax bill
8. Invoice from UVES re: fire fighter injury
9. Final copy of CPA 2021 Audit
10. Insurance packet for 2023
11. Contract for Electric supply
12. List of items needing attention
13. Station use form for Fire Police Meeting March 2023
14. Letter from Coughlin & Gerhart re: pricing increase
15. Station use form for Trunk or Treat, Oct 31

**Treasurer's Report:**

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,604.77
Account 3 NBT	\$ 8,656.49
Building Reserve Acct NBT	\$ 160,752.86
Fire App Equip Reserve 3 NBT	\$ 170,688.68
Fire App Equip Reserve NBT	\$ 24,203.47
Fire Apparatus Acct 2 NBT	\$ 58,869.67
General Fund NBT	\$ 152,607.54
Grant Reserve Acct NBT	\$ 11,975.34
NBT Operating	\$ 4,317.66

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NBT Payroll Account	\$ 2,700.68
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 5,101.38
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	\$ 611,407.41

- Balance Sheet as of September 21, 2022
- P&L from January 1, 2022 to September 21, 2022
- Budget vs Actual Department from January 1, 2022 to August 31, 2022
- Budget vs Actual District from January 1, 2022 to August 31, 2022
- Budget vs Actual New Engine from January 1, 2022 to August 31, 2022
- Check register from January 1, 2022 to September 21, 2022
- Bank accounts reconciled for Month of August
- Mondorf & Fenwick 2021 Annual Fiscal Report received
- Received and paid 2022 School Taxes in the amount of \$1,570.10
- Invoices with supporting documentations sent to Verizon Wireless representing the current 2022 school taxes reimbursement and additional reimbursements due on previous property and school taxes for total \$1,879.57
- Received fully executed contract from Empire Natural Gas for electric supply contract
- Requesting motion to be made transferring funds from Fire Apparatus/Equipment Reserve to General Fund in the amount of \$1,257.85 representing invoices paid to vendor for month of August 2022. Summary sheet included in package for BoC review
- Requesting motion to be made transferring \$2,000.00 from Conferences-District budget line item and \$496.93 from Inspection Dinner to Insurance budget line item
- Requesting motion to be made disposing HP ProBook laptop, serial number CND5190GB3
- Requesting motion to be made amending budget name from Association Dues Dept to Association Dues/Subscriptions
- Continuing to work with vendor regarding outstanding replacement check that hasn't cleared the bank account.

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

Motion was made by Schroedel, second by Boyer to pay all bills from check number 6486 to 6535. All Commissioners voted in favor and the motion passed unanimously.

Motion made by Schroedel, second by Davis to go to executive session at 7:06 pm to discuss personnel matter.

Regular session resumed at 7:14 pm. Further discussion to be held later.

**Training:** None

**Committee Reports:**

1. Air Cleaning Systems was here to do maintenance on the Plymovent system. They didn't have the part to put on the new rig. We have since received the correct part. The Chief says the system has been working. Burr Trucking will have to be contacted for install.
2. We will put the old 1986 Spartan engine in the Broome County auction to be held on October 15th in Whitney Point; we have to pay the county 10% of the selling price.

**Fire Prevention:** Reports for July 2022 and August 2022

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**Chief's Report:**

1. At a recent officers meeting they reviewed department budget for 2023, and did some rotating of AED pads & batteries. They needed to order more pads and batteries.
2. Finishing hydro of the air bottles; hooking up with Action Fire to get that done since Endicott Fire is down right now, as they can only do one bottle at a time.
3. Contacted TCS regarding security box for the new engine but haven't heard back yet.
4. Has reviewed the items needing attention listing and would like the following repaired as soon as possible:
  - a. Power drop cord
  - b. Air compressor moisture drain that is not working – Boyer will contact Evans
5. Radio training went well last week

**Company Report:**

1. Doug's Fish Fry on Oct 13<sup>th</sup>
2. Truck or Treat on Oct 31<sup>st</sup>
3. Ice Cream Social didn't go as well as previous years; need to go out into community again to advertise/sell tickets
4. An applicant was voted down by the company

**Guests:** None

**Old Business:**

1. Schroedel went to Town of Union code department regarding our sign and our governmental requirements. His advice was that we would have to be more creative. He will go to the Town Board meeting in October to discuss this.
2. VanGorder is looking for the date of the training to be held at Huron Campus auditorium. Griffith will look at UE or JC high school since nothing has been heard from Huron.
3. Dedication Committee meeting will be held on Sep 24 at noon for all those that are interested in attending.
4. Boyer said there was a casual discussion at the station regarding everyone having the sexual harassment class.

**New Business:**

1. Dedication plaque order is placed and should be here around October 1<sup>st</sup>. Motion was made by Griffith, second by Schroedel to authorize the treasure to make payment, not exceeding \$700 when the plaque has been received, upon board approval. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Schroedel, second by Davis to allow the company to host 'Truck or Treat' on October 31<sup>st</sup> from 5 – 7 pm. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Schroedel, second by Boyer to allow the Fire Police meeting on Mar 9, 2023. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Schroedel, second by Davis to transfer funds from Fire Apparatus/Equipment Reserve to General Fund in the amount of \$1,257.85 representing invoices paid to vendor for month of August 2022. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Schroedel, second by Davis to transfer funds from Conferences-District budget line item in the amount \$2,000.00 to Insurance budget line item. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Schroedel, second by Griffith to transfer funds from Inspection Dinner budget line item in the amount \$496.93 to Insurance budget line item. All Commissioners voted in favor and the motion passed unanimously.

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7. Motion made by Schroedel, second by Griffith to dispose of the HP ProBook laptop, serial number CND5190GB3. All Commissioners voted in favor and the motion passed unanimously.
8. Motion made by Schroedel, second by Griffith to amend budget name from Association Dues Dept to Association Dues/Subscriptions. All Commissioners voted in favor and the motion passed unanimously.
9. Motion made by Loveland, second by Griffith to adopt the Proposed Budget for 2023. Motion passed by roll call vote as follows:  
Loveland – aye  
Schroedel – aye  
Griffith – aye  
Boyer – aye  
Davis - aye
10. Budget hearing is set for October 18<sup>th</sup> at 6 pm
11. Griffith questioned company on if they were thinking of a dinner dance next year. The company would like to do a picnic next year.
12. Electrical cord that charges the engine is blowing out the circuit and needs to be replaced. Boyer will get one from Cooper Electric.
13. Insurance ID cards were received and being placed in the rigs.

**Applications:** None

Motion was made by Griffith, second by Schroedel to adjourn the meeting at 8:09 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  
 2021**



**Bureau of Fire Prevention  
 Monthly Incident Report  
 Jul-22**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	15	7.3	Endicott		
E.M.S.	21	1.3	Endwell		
Error			Vestal		
<b>Totals</b>	<b>36</b>		West Endicott		
			Union Center	2 (1)	4 (3)
Engine 98			Maine	3 (3)	3 (3)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners  
 cc Chief

\*BGM Airport

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**West Corners  
 Fire Department**

**FPO Report  
 2022**



**Bureau of Fire Prevention  
 Monthly Incident Report  
 Aug-22**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	15	6.6	Endicott		
E.M.S.	21	0.57	Endwell		
Error			Vestal		
<b>Totals</b>	<b>36</b>		West Endicott	2	
			Union Center	1 (1)	3 (3)
Engine 98			Maine	2 (2)	3 (3)
			Newark Valley	1	
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners  
 cc Chief

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