

West Corners Fire District
Regular Meeting Minutes – September 20, 2023

Account 3 NBT	\$ 8,806.34
Building Reserve Acct NBT	\$ 295,410.75
Fire App Equip Reserve 3 NBT	\$ 178,765.73
Fire App Equip Reserve NBT	\$ 44,381.69
Fire Apparatus Acct 2 NBT	\$ 64,958.90
General Fund NBT	\$ 282,118.13
Grant Reserve Acct NBT	\$ 12,182.62
NBT Operating	\$ 2,097.21
NBT Payroll Account	\$ 2,851.94
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 15,330.16
	\$ 918,620.68

- Balance sheet as of September 20, 2023
- P&L from January 1, 2023 to August 31, 2023
- Budget vs Actual Department side from January 1, 2023 through August 31, 2023
- Budget vs Actual District side from January 1, 2023 through August 31, 2023
- Balance sheet as September 20, 2023 for Federal Account
- P&L from June 20, 2023 through August 31, 2023 for Federal Account
- Bank accounts reconciled for month of August 2023
- Summary of 2022 Year End Money status along with detail transaction sheet as to what was paid
- No response from PAC Sign regarding reimbursement
- School Tax Invoice paid and invoice sent to Verizon Wireless for reimbursement
- Change Order delivered to Delta Engineer, sent to Town of Union
- 2023-2024 Snow Removal Season rates received from Empire Landscaping
- Met with Finance Committee to review various items

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

Motion made by Schroedel, second by Griffith to pay the Matco Electric bill once we receive payment from the Town in the amount of \$17,894.03. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Schroedel, second by Griffith to pay all bills from the NBT account, check numbers 6950 to 6982. All Commissioners voted in favor and the motion passed unanimously.

Training: None

Committee Reports:

Finance Committee:

1. Wrapping up the 2024 proposed budget

Building & Grounds:

1. Generator on-going
2. Trying to get in contact with the town on the paving of the parking lot

Insurance:

1. All apparatus have new insurance cards

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Fire Prevention: None

Chief's Report:

1. Rescue tires are needed and quotes are being obtained
2. Year-end spending is starting up
3. Last FEMA grant awards should have been today, we've heard nothing so we believe we did not get the grant.
4. Working on getting a demo on e-tools
5. Met with Chiefs from Union Center & Maine this week and tweaked daytime procedures so we will not be automatically responding to every call.
6. Rescue needs air hose fixed so the compressor can be turned on. Also needs individual shut-offs.

Company Report:

1. LOA for Brooke Silvernail
2. First read on D. Adams for auxiliary membership

Guest Comments: None

Motion made by Heide, second by Griffith to enter executive session for personnel issue 7:21 pm
Motion made by Heide, second by Griffith to returned to Regular session at 7:54

Old Business:

1. Motion made by Schroedel, second by Davis to adopt the update to house rules. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Griffith, second by Davis to list with broker to sell engine 29-2 upon a favorable review by the lawyer. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Loveland, second by Griffith to change the date of the next blood drive to Dec 26 from 1pm – 6pm. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Griffith, second by Davis to approve the CPA audit for the of Year 2022 as was presented at the work session last week. The engagement letter was also accepted and signed. All Commissioners voted in favor and the motion passed unanimously.
5. Titles have been received for all Chief's vehicles. These will be placed in the safe.
6. Motion made by Schroedel, second by Heide to offer the real property tax exemption to those in good standing in the company as of the end of the third quarter. All Commissioners voted in favor and the motion passed unanimously.
7. The Gow quote for the training building windows needs to be reduced to 2 windows. Gow was reached out to, but we haven't heard anything yet.
8. Authorized the Chief to purchase a new hot spot.
9. Medical evaluation policy will be worked on regarding private physician payments when an individual is referred back to their private physician from a Lourdes occ health physical.
10. Amazon business account for the district has been created. Tax exempt letter will to be uploaded to them tonight so that we have tax free status.
11. Some DEC grant items have been received. Need to check with the Chief on how we request reimbursement.
12. Fob will be provided for Petcosky

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New Business:

1. Motion made by Heide, second by Griffith to allow the auxiliary to use the station on Oct 7th to host Jimmy Joe's BBQ from 11 am – 3 pm. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Heide, second by Schroedel to allow the Fire Police to use the station in March for their annual meeting on March 14th. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Heide, second by Griffith to have West Corners host a State class at this station in October on the 9th, 11th and 14th. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Schroedel, second by Griffith to adopt the Proposed Budget for 2024. Motion passed by roll call vote as follows:
Loveland – aye
Griffith – aye
Schroedel – aye
Davis - aye
Heide – aye
5. Motion made by Griffith, second by Heide to set the budget hearing for the 2024 budget for Oct 17th at 6 pm. All Commissioners voted in favor and the motion passed unanimously.
6. Motion was made by Schroedel, second by Davis to approve the quote Empire Landscape for snow removal at cost of \$118.25 for sidewalks and salting of sidewalks at \$98.75 with the trigger being 2" of snow. All Commissioners voted in favor and the motion passed unanimously.
7. A committee will be set up for the website upgrade consisting of 2 persons from the company, 1 from auxiliary, the Chief, and 1 commissioner. Motion made by Griffith, second by Schroedel to pursue the website upgrade. All Commissioners voted in favor and the motion passed unanimously.
8. Motion made by Griffith, second by Davis to address the ADA compliance on the website in the website redesign. All Commissioners voted in favor and the motion passed unanimously.
9. Discussion was held on having an inspection dinner at Atrio's on November 5th. Motion made by Schroedel, second by Griffith to authorize the treasurer to pay a down payment not to exceed \$200 for the Inspection Dinner at Atrio's on Hooper Road in Endwell. All Commissioners voted in favor and the motion passed unanimously.
10. Grey Goose will be notified not to migrate the emails existing on the website.

Applications:

1. Motion made by Loveland, second by Griffith to accept the application of Maureen Bock for auxiliary, pending results of her physical which must be completed by the October Commissioner meeting. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Davis, second by Heide to adjourn the meeting at 9:06 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

Betty J Homa

Betty J. Homa, District Secretary
Electronically signed