

West Corners Fire District
Regular Meeting Minutes – October 18, 2023

Attending:

Commissioner Loveland
Commissioner Griffith
Commissioner Schroedel
Commissioner Heide

Guests:

R. Boyer

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

Motion was made by Schroedel, second by Griffith to accept the minutes from the Regular Meeting held on September 20, 2023. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Schroedel, second by Griffith to accept the minutes from the Budget Hearing held on October 17, 2023. 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. Quote from Empire Lawncare for snow removal
5. E-newsletter from Grey Goose
6. Certificates of Insurance: Mirabito, Culligan
7. Letter of donation request from FASNY
8. Letter of potential conflict from D. Griffith
9. Application for D. Adams, auxiliary
10. Station use form for Truck or Treat
11. Confirmation that the Tax Cap Form has been submitted
12. Letter from Town of Union that the proposed budget was received
13. Final copy of CPA audit for Year 2022
14. Email from TenKate regarding the grant on the e-tools
15. Contract from Brindlee Mountain Fire Apparatus
16. Cancer Insurance Cost proposal

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,814.94
Account 3 NBT	\$ 8,828.05
Building Reserve Acct NBT	\$296,139.16
Fire App Equip Reserve 3 NBT	\$179,184.48
Fire App Equip Reserve NBT	\$ 44,491.12
Fire Apparatus Acct 2 NBT	\$ 65,119.07
General Fund NBT	\$258,696.01
Grant Reserve Acct NBT	\$ 12,212.66
NBT Operating	\$ 3,700.26
NBT Payroll Account	\$ 2,875.44
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 15,367.96
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	\$898,358.02

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- Balance sheet as of October 18, 2023
- P&L from January 1, 2023 to September 30, 2023
- Budget vs Actual Department side from January 1, 2023 through September 30, 2023
- Budget vs Actual District side from January 1, 2023 through September 30, 2023
- Balance sheet as October 18, 2023 for Federal Account
- P&L from June 20, 2023 through September 30, 2023 for Federal Account
- Bank accounts reconciled for month of September 2023
- Cap Tax form was filed with the state, confirmation received
- NBT Bank: working with the bank and report filed with Endicott Police Department
- Looking for approval to sign NBT Positive Pay Agreement, no charge to district for this service
- 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 was made by Schroedel, second by Griffith to pay all bills from the NBT account, check numbers 6983 to 7011, All Commissioners voted in favor and the motion passed unanimously.

Training: None

Committee Reports:

Finance Committee:

1. Budget has been finalized and will be voted on tonight
2. 30-year plan discussion has begun
3. Discussion was held on our account being compromised at NBT

Building & Grounds: None

Insurance:

1. Cancer insurance costs were presented for interior and exterior firefighters

Fire Prevention: None

Chief's Report:

1. FPO Report – I have had problems getting into the system to create the report so I still do not have August or September.
2. We are still trying to obtain the PPE items for the DEC grant. Places are either out or have a 6-month lag time.
3. We are having a Hurst tool demo Nov 7th; at which time we will decide which tool we will be purchasing first with budget funds
4. We are spending new equipment money now; 4 firefighters will be fit for new gear.
5. I still have no response from Gow on the training building.
6. We are looking for tires for Rescue 29, as they are out of date

Company Report:

1. Truck or treat at AGM on Oct 25th. AGM Kindergarten classes visiting Oct 20th. LWW Preschool visiting October 23rd.
2. Truck or Treat at the station on Oct 31st from 5:30 to 7:30 pm
3. Offer was made to the company to present the Real Property Tax Credit program. Schroedel will present at the next company meeting.

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Guest Comments: None

Old Business:

1. Motion made by Heide, second by Griffith to engage Colliers Engineering & Design to begin study on both stations. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Schroedel, second by Griffith for the District to pay any out-of-pocket cost for one visit with another health care professional, if required by Lourdes Occ Health, and if it is not paid for by their personal insurance. All Commissioners voted in favor and the motion passed unanimously.
3. Motion was made by Schroedel, second by Griffith to authorize the following persons as users of the Amazon Business account: the secretary, the treasurer, all Commissioners, all senior officers, and J Singer. All Commissioners voted in favor and the motion passed unanimously.
4. Inspection Dinner – All preparation work is done and the minimum number has been met.
5. We should look for a new vendor since Gow still has not responded on the requested quote for only 2 windows for the training building. The Chief is authorized to get 2nd quote.
6. The committee still being formed for the website upgrade.

New Business:

1. Resolution to Override real property tax cap for the 2024 budget was offered by Schroedel, second by Heide. Resolution passed as per the roll call vote as follows: Loveland: AYE, Griffith: AYE, Schroedel: AYE, Heide: AYE, Davis: ABSENT
2. Resolution to Approve the Final Budget for 2024 was offered by Schroedel, second by Griffith. Resolution passed as per the roll call vote as follows: Loveland: AYE, Griffith: AYE, Schroedel: AYE, Heide: AYE, Davis: ABSENT
3. Motion made by Schroedel, second by Griffith to authorize treasurer to sign the Positive Pay agreement with NBT Bank. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Loveland, second by Schroedel to enter into the cancer benefit program for interior and exterior firefighters at cost of \$4,341.76. All Commissioners voted in favor and the motion passed unanimously.
5. Motion was made by Loveland, second by Schroedel to accept the conflict letter offered by Commissioner Griffith. All Commissioners voted in favor and the motion passed unanimously.
6. Resolution was offered by Schroedel, second by Heide to set the Annual District voting date as December 12, 2023 from 6 – 9 pm. The resolution passed with the roll call vote: Loveland: AYE, Schroedel: AYE, Heide: AYE, Griffith: ABSTAIN
7. Motion was made by Loveland, second by Heide to allow the company to hold Truck or Treat at Station #1 on October 31 from 5:30 – 7:30 pm. All Commissioners voted in favor and the motion passed unanimously.
8. We have not received a rejection letter regarding the e-tool grant and TenKate said it could still be forthcoming. TenKate could resubmit this at half the cost if we resubmit for the same grant.
9. Motion made by Schroedel, second by Griffith engage with TenKate to be our grant writer for upcoming season. All Commissioners voted in favor and the motion passed unanimously.
10. Motion made by Schroedel, second by Griffith to have TenKate resubmit the grant for the e-tools if the grant program is available in the upcoming season at 50% cost. All Commissioners voted in favor and the motion passed unanimously.

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11. Motion made by Schroedel, second by Griffith to authorize the treasurer to work with TenKate and the Chief for submitting information for the grant. All Commissioners voted in favor and the motion passed unanimously.
12. Motion made by Schroedel, second by Griffith to allow the department to host West Corners Campus to tour the station for Fire Prevention on October 20 & 23. All Commissioners voted in favor and the motion passed unanimously.
13. Baker will be contacted to do overhead door maintenance.

Applications:

1. Motion made by Loveland, second by Schroedel to accept the application of Deanna Adams for auxiliary membership pending the outcome her physical. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Heide, second by Griffith to adjourn the meeting at 8:32 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

Betty J Homa

Betty J. Homa
District Secretary
Electronically signed