

West Corners Fire District
Regular Meeting Minutes – May 20, 2020

Attending:

M. Heide B. Homa
N. Steinhiser C. Kratochvil (zoom)
C. Loveland D. Thomas
J. Walicke
D. Griffith (zoom)

Guests:

R. Boyer
R. Evans
E. Dean
D. Grinnell
J. Singer

Chairman of the Board Heide called the Regular Meeting to order at 7:00 pm. This meeting was held at Station 1, with two persons attending electronically from their homes.

Motion was made by Steinhiser, second by Walicke to accept the minutes from the Regular Meeting held on April 22, 2020. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. Recalls on 2 of the Tahoe's
2. Copy of posted OSHA injury form for 2019
3. Letter from McNeil that the injured firefighter claim has been closed
4. Copy of letter McNeil sent to the injured firefighter
5. Sworn statement of proof of loss for January truck damage
6. Statement dated 5/1/2020 from Butler Law Office
7. Letter from NAPA regarding statements and payment dates
8. FDSNY Insurance letter regarding COVID-19 coverage
9. Email from J. Singer regarding items needing attention/repair
10. Email from D. Thomas of his Chief's report
11. Email of the Treasurer's report

Treasurer's Report:

The Treasurer reported the following balances via emailed report:

Checking/Savings	
Account 2 NBT	10,591.34
Account 3 NBT	8,645.30
Building Reserve Acct NBT	98,602.04
Fire App Equip Reserve 3 NBT	160,411.54
Fire App Equip Reserve NBT	275,201.56
Fire Apparatus Acct 2 NBT	48,805.07
General Fund NBT	375,745.32
Grant Reserve Acct NBT	11,961.34
NBT Operating	14,702.23
NBT Payroll Account	2,218.92
Operating	928.87
Total Checking/Savings	1,007,813.53

Provided by email:

Balance Sheet as of May 20, 2020

Profit and Loss from January 1, 2020 to May 20, 2020

2020 Dept Budget VS Actual from January 1, 2020 through May 17, 2020

2020 District Side Budget VS Actual from January 1, 2020 through May 17, 2020

- Bank accounts reconciled for April
- Worked with Loveland & Griffith on various issues

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- Worked with Department side regarding bills received since last meeting
- Received from McNeil & Company Insurance Claim Check in the amount of \$9,411.39 which was deposited into checking account. Provided copy of the check to Loveland and the secretary
- Advised via email Chief Thomas & Asst. Chief Hontz with cc to Loveland, that the District received from insurance company \$9,411.39. This credit will be applied to the Fire Apparatus Repair budget as Ward Apparatus bill was coded to this budget line item in the amount of \$12,104.26. Dept side share \$2,692.87 (\$12,104.26 - \$9,411.39 = \$2,692.87)
- Advised Loveland and Griffith that Year-end has been closed out. The only item that will be coded to year end will be waxing of the floors. Advised them the final carry over amount which Loveland will be reporting under his Finance Report

Motion was made by Walicke, second by Loveland to accept the treasurer's report. All Commissioners voted in favor and the motion passed unanimously.

- Questioned a bill for Chief's mileage reimbursement; Griffith spoke with the Chief regarding this. The Chiefs vehicle should be used for any mileage claims.
- Questioned Harbor Freight bill and tax that was charged. Working on getting tax taken off.

Motion was made by Loveland, second by Walicke to pay all bills from check number 5405 to 5429. All Commissioners voted in favor and the motion passed unanimously.

Training: None

Committee Reports:

1. Singer questioned engine committee status. The specs have been sent out for review, waiting on the report of the review. We also need to know where we stand with reserve accounts; the Treasurer will figure out where the reserve accounts stand regarding purchase. Singer requests it be sent to the lawyer as soon as possible.
2. Insurance – we got back check from the truck damage in January in the amount of \$9,411.39. This went back into apparatus repair as that is where the payment originally came out of.
3. Year-end money is \$68,407.92.

Fire Prevention: See attached for report from April 2020

Chief's Report: as emailed

- L29 batteries replaced
- Hose testing complete, lost some 4" hose
- Member was suspended until 6/21/20 for not listening to order from Asst Chief
- Accountability Stand \$200.00 each
 - 4 total (3 Tahoe's and Engine 1)
- What are we doing with the folks that are still lacking OSHA training? It's been two months since the Dept reported the list. 5 persons are delinquent – letter will be sent that station access has been removed (2 of these are no longer members)
- Moving to the model where Ward Apparatus will be handling most RIG repairs
 - Small trucks will go to Voorhees

Company Report:

1. Making agenda for June meeting
2. A couple members will be coming off probation

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3. Need to decide what to do with the ice cream social; are hoping to still be able to hold it with proper distancing, etc
4. Doug's Fish Fry is still a go on July 16th. Doug's has precautions set in place and it is all take out
5. School food distribution is going through the end of the school year and may possibly continue through the summer.

Guests: None

Motion was made by Loveland, second by Walicke to go into executive session to discuss a personnel issue at 7:25 pm

Motion was made by Walicke, second by Steinhiser to resume the regular session at 7:46 pm

After discussion, motion made by Griffith, second by Steinhiser to uphold Chief Thomas' decision to suspend a member for 60 days because of repeated actions that culminated in not following a direct order during an emergency response. The duration of this suspension is from April 21, 2020 to June 21, 2020. All Commissioners voted in favor and the motion passed unanimously.

Old Business:

1. Motion made by Loveland, second by Steinhiser to appoint Griffith as liaison to the Chief. All Commissioners voted in favor and the motion passed unanimously.
2. Heide still plans to contact the lawyer regarding Verizon violating the contract as they are not paying full tax amounts
3. Singer to contact Griffith regarding kitchen repairs
4. Boyer asked to take lead on getting building washed and brick repointed
5. Rain gutters to be put on hold for now
6. Steinhiser will contact Computer Shop again about signage for the cameras. They were supposed to drop them off to us.

New Business:

1. Motion made by Loveland, second by Steinhiser to put year-end money of \$68,407.92 into reserve accounts. Half of the money will be placed into Fire Apparatus Reserve, and half into Equipment Reserve. All Commissioners voted in favor and the motion passed unanimously.
2. Loveland questioned whether we have adopted a re-opening policy. We should be providing masks. Chief says there are masks in trucks. Heide will look into getting some from the county.
3. Motion was made by Loveland, second by Steinhiser to allow the Chief to purchase four accountability boards at \$200 each. All Commissioners voted in favor and the motion passed unanimously.

Applications: None

Motion was made by Steinhiser, second by Walicke to adjourn the meeting at 8:15 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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(Noted this report is truly for April 2020 although it has a date of 2019 on it)

**West Corners
 Fire Department**

**FPO Report
 2019**

**Bureau of Fire Prevention
 Monthly Incident Report
 Apr-20**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	13	9.16	Endicott		1
E.M.S.	12	0.5	Endwell		1
Error			Vestal		1
Totals	25		West Endicott	2	1
			Union Center	2 (2)	6 (5)
Engine 98			Maine	2 (2)	5 (5)
			Newark Valley		
			Owego		
			Campville		1
			Berkshire		
			East Maine		
NFIRS submitted	5/11/2020		Glen Aubrey	1	
			Apalachin		

cc Board of Fire Commissioners
 cc Chief