

West Corners Fire District  
Regular Meeting Minutes – February 17, 2021

Attending:

D. Griffith      B. Homa  
R. Boyer        C. Kratochvil  
M. Schroedel   J. Hontz

Guests:

D. Thomas  
J. Kratochvil

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

Motion was made by Griffith, second by Boyer to accept the minutes from the Regular Meeting held on January 20, 2021. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. FOIL request for Jan 5 incident
2. Letter from Workers Comp re: physical therapy extended for 2019 injury
3. McNeil & Co: receipt of claim for training room wall
4. Letter from State Comptroller re: unclaimed funds
5. Town of Union Newsletter re: flood areas/insurance
6. Letter from NYCLASS re: investment program
7. Statement from Butler's Office showing zero balance
8. List of items needing repair at stations
9. Letter from M. Schroedel re: conflict of interest
10. Certificate of Insurance for Doug's Fish Fry
11. Clearances for two members to return to work
12. Fire Prevention reports December & January

**Treasurer's Report:**

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,595.36
Account 3 NBT	\$ 8,648.60
Building Reserve Acct NBT	\$ 98,639.33
Fire App Equip Reserve 3 NBT	\$160,532.88
Fire App Equip Reserve NBT	\$343,858.32
Fire Apparatus Acct 2 NBT	\$ 48,823.52
General Fund NBT	\$ 74,514.38
Grant Reserve Acct NBT	\$ 11,965.87
NBT Operating	\$ 746.43
NBT Payroll Account	\$ 2,145.20
Operating	\$ 928.87
Repair reserve Fund NBT	\$ 100.00
	<hr/>
	\$761,498.76

- P & L Report
- Bank Accounts Reconciled
- Preparing State Report to file with State
- Continuing updating year-end money status with invoice and information coming in
- Working with Chief on various Dept side bills, year-end
- Deposited 2 checks from Lexis Nexis \$5 each in general fund
- Will be billing Maine Fire Dept once approved by Commissioners

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Motion was made by Griffith, second by Boyer 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 Boyer to pay all bills from check number 5735 to 5773. All Commissioners voted in favor and the motion passed unanimously.

**Training:**

1. Ostanek EMT course
2. J. Davis fire police EVOC

**Committee Reports:**

1. B&G – Evans worked on at station 1: men's urinal, sink in squad room, cut off valve in maintenance room, circulation fan for an air handler
2. T&B Electric completed various electrical items at station 2. They need to return and finish up a couple things.
3. Evans looked at air filtration system. Estimate less than \$1,000 to install MERV13 filters.
4. OSHA form needs to be filled out for 2020

**Fire Prevention:** Report for December 2020 and January 2021

**Chief's Report:**

1. Quote for 5 helmets received from LaFrance. Estimate at \$1,628.65
2. Updating UTV with a windshield, and developing operations for handling things more safely.
3. Old Blitz Fire is being sold to Maine Fire
4. Soap dispensers will not be needed at this time since we will not be getting the shed to store the dispensers in. Ordered smaller units that will be more hand able.
5. Image Trend to cancel the current invoice and will update the current agreement that we have.

**Company Report:**

1. Doug's Fish Fry on Feb 26
2. Blood Drive on April 28

**Guests:** None

**Old Business:**

1. Maine is interested in our old Blitz Fire. They need an invoice to present to their Board so they can issue payment of \$1,000.
2. Motion made by Griffith, second by Boyer to hire TW Cleaning for light maintenance work as needed for \$25/hour. The board also authorizes him to also make small purchases as required. All Commissioners voted in favor and the motion passed unanimously.
3. Training room needs 2 quotes to be submitted to insurance. We do have the quotes from Penn York and Homer Gow & Sons. We need a new lead person to handle this project since Schroedel has a conflict of interest in the project. D. Thomas volunteered to handle the project.
4. Computer Shop was sent our updated contract, and they were going to send to their attorney. We have not heard back from them. Thomas asked to reach out and reschedule the meeting, and we may need to sign the original contract.

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5. Front sign: Agreed on pillared sign with no brick, stating West Corners Fire on the top. Roger will have the Town of Union come here to approve the project. Pac Signs will be invited to the next work session to discuss our options.
6. It was decided not to allow the spouses to use the fitness room unless they are a member of the company, fire police, ems, auxiliary.
7. Schroedel met with Aratura again regarding snow removal and it is believed their workers were not really aware of just what they were supposed to do. We'll see what happens with the next storm.

**New Business:**

1. Motion made by Griffith, second by Boyer to allow the Secretary to get rid of old files per LGS schedule. All Commissioners voted in favor and the motion passed unanimously.
2. Schroedel will prepare the Osha injury listing for 2020
3. Communicable Disease plan needs to be prepared and adopted by April 1<sup>st</sup>. Chief Hontz will work on this.
4. Gas & Electric supplier quotes have been received.  
Elec fixed rate for 12 months at 0.0501 kw / 24 months 0.0503kw  
Gas fixed 12 months at 0.4768 therms / 24 months at 0.4520 therms  
Motion made by Griffith, second by Boyer to sign contract with Empire for 2 years for both utilities. All Commissioners voted in favor and the motion passed unanimously.
5. Inspection dinner discussion will be held to March work session
6. We had a request for data from our security system for the State Police. Decided to provide.
7. Motion made by Griffith, second by Boyer to allow the company to host a blood drive on April 28 from 9 am – 4 pm. All Commissioners voted in favor and the motion passed unanimously.
8. The Chief has requested a pallet of water from WEIS
9. The board to consider assigning project managers for the necessary projects
10. Motion made by Griffith, second by Boyer to purchase 5 helmets at a cost of \$1,628.65. All Commissioners voted in favor and the motion passed unanimously.
11. Motion made by Griffith, second by Boyer to purchase a pump for the UTV not to exceed \$1,500 with payment to come out of New Equipment. All Commissioners voted in favor and the motion passed unanimously,
12. Motion made by Griffith to have Evans install 4" MERV filters. All Commissioners voted in favor and the motion passed unanimously.
13. Motion made by Griffith, second by Boyer to sell the old Blitz Fire to Maine Fire for \$1,000. All Commissioners voted in favor and the motion passed unanimously.
14. Quote's had previously been obtained for the training building for electrical work to upgrade lights to LED & roof lights with electrical as needed at cost of \$4,050. Motion made by Griffith, second by Boyer to hire T & B Electric to do this work at cost of \$4,050, with payment to come from B&G improvements 2020 funds. All Commissioners voted in favor and the motion passed unanimously.
15. FOB was requested to be made for Evans. They keep the fob locked in their safe and this way they would have ready access when needed. The Secretary was requested to activate a fob for them.
16. Motion made by Boyer to have Homer Gow & Sons repair the rusted door frames at a cost of \$1,100. Tabled until March meeting.
17. Motion made by Griffith, second by Boyer to allow all requested trainings. All Commissioners voted in favor and the motion passed unanimously.
18. Computer Shop will be contacted to provide training for the fob system.

**Applications:** None

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Motion was made by Griffith, second by Boyer to adjourn the meeting at 8:29 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

*Betty J Homa*

Betty J. Homa  
District Secretary

**West Corners  
Fire Department**

**FPO Report  
2020**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	12	22.6	Endicott		
E.M.S.	21	3.4	Endwell		
Error			Vestal		1
<b>Totals</b>	<b>33</b>		West Endicott		
Engine 98			Union Center	4 (1)	3 (3)
			Maine	2 (2)	3 (3)
			Newark Valley		2
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		1
cc Board of Fire Commissioners					
cc Chief				*BGM Airport	

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**West Corners  
 Fire Department**

**FPO Report  
 2020**



**Bureau of Fire Prevention  
 Monthly Incident Report  
 Jan-21**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	18	12.8	Endicott	1	
E.M.S.	20	3	Endwell		
Error			Vestal		
<b>Totals</b>	<b>38</b>		West Endicott		
			Union Center	1 (1)	6 (6)
Engine 98			Maine		6 (6)
			Newark Valley		2
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted	2/4/2021		Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners  
 cc Chief

\*BGM Airport