

West Corners Fire District  
Regular Meeting Minutes – May 19, 2021

Attending:

C. Loveland    B. Homa  
N. Steinhiser    C. Kratochvil  
D. Griffith  
M. Schroedel  
R. Boyer

Guests:

D. Thomas  
J. Kratochvil

Chairman of the Board Loveland called the Regular Meeting to order at 6:17 pm.

Motion made by Schroedel, second by Boyer to enter into executive session to discuss district assets.

Motion made by Steinhiser, second by Boyer to resume the Regular meeting at 7:07 pm.

Due to the executive session, a motion was made by Schroedel, second by Steinhiser to hold a special meeting next Wednesday, May 26th at 7 pm to discuss district assets. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Schroedel, second by Boyer to accept the minutes from the Regular Meeting held on April 21, 2021. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. Mileage report for April
2. Invitation from Lourdes for a webinar on changes in the NFPA standards
3. Invitation from state for virtual class on the power of purchasing to help buyers to use state centralized contracts more effectively.
4. Doctor's release for B. Lefcheck
5. Copy of credit application and letter of contract info from Pacemaker
6. W-9 and Certificate of Insurance from Erlich Pest Control
7. Completion of Commissioner Training for R. Boyer and M. Schroedel
8. Notice of elections for Association of Fire Districts
9. Recall for Chief's vehicles
10. Fire Prevention Report for April
11. Copy of Ehrlich Pest treatment on May 5
12. Financial reports
13. Letter from Price Chopper re: on-site influenza vaccinations
14. Listing of needed repairs
15. Letter from county regarding disposal of hazardous material
16. Email was sent to our lawyer regarding letter to Verizon; he responded that it was ok for us to contact Verizon as we requested the lawyer not get involved at this time

**Treasurer's Report:**

The Treasurer reported the following balances:

Account 2 NBT	\$	10,597.66
Account 3 NBT	\$	8,650.66
Building Reserve Acct NBT	\$	120,663.47
Fire App Equip Reserve 3 NBT	\$	170,573.69
Fire App Equip Reserve NBT	\$	436,474.63

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Fire Apparatus Acct 2 NBT	\$ 58,830.31
General Fund NBT	\$ 326,996.40
Grant Reserve Acct NBT	\$ 11,967.33
NBT Operating	\$ 4,527.77
NBT Payroll Account	\$ 2,453.96
Operating	\$ 928.87
Repair Reserve Fund NBT	<u>\$ 100.00</u>
	\$ 1,152,764.75

- Balance Sheet as of 5/19/21
- Profit and Loss from 1/1/21 to 5/29/21
- Budget Vs Actual Reports from 1/1/21 to 4/30/21
- Check Register Report
- Comptroller Office holding several Virtual Seminars on Power of Purchasing on May 24, June 22, July 21, Aug 26, and Sept 24
- Check received from United States Treasury for \$15.70 interest due on the 2019 F 940 Report. Reports are filed by ADP
- Pacemaker Account has been set up
- Ehrlich Pest Control Account has been set up
- Bank Accounts were reconciled

Motion was made by Griffith, second by Schroedel 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 three bills that were presented at the meeting, contingent upon receiving proper paperwork. All are payable up D. Thomas. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Schroedel, second by Griffith to pay all bills from check number 5860 to 5907. All Commissioners voted in favor and the motion passed unanimously.

**Training:** None

**Committee Reports:**

1. Received the permit from the Town for the sign
2. Broome County hazardous materials has a form to be filled out for disposing of our old fluorescent lights. We will hold off until October as the fee will be less.
3. Will be meeting with Budget Fence regarding repairing the fence along the school property. Griffith advises that the school is going to include that in one of their capital improvements projects, but probably not until next year.
4. Boiler will be inspected on Monday. Saturday that room will need to be cleaned out.
5. The new sign should be here in 3 to 4 weeks. W. Kunzman will be informed regarding the time frame for taking out the old sign.
6. T & B has completed all electrical work at station 2
7. Men's room soap is so old it has separated and had to be thrown away. Tried to purchase new soap, but can only get the foaming soap style. Buying 6 will provide us with one free dispenser. Pricing for dispensers will be looked into.

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8. Ice machine was out of service due to boil water advisory. We had no proof that the machine was properly sanitized after the water was given the ok to be used again. Sanitization should not be necessary but the water filter should be replaced.

**Fire Prevention:** See attached for report from April

**Chief's Report:**

1. Penn York finished with projects at station
2. Rims are done on the Chief vehicle
3. No changes to disease plan
4. Used tires will be posted for sale soon
5. PM's for rigs to start next month
6. Communications room has been cleaned
7. Salt machine was washed and is now stored in the electrical room
8. Saw moved to tool room
9. Has 5 firefighters needing gear and will be ordering 5 sets from his budget
10. UTV pump project has the pump working with a temporary hose and spray gun working as it should. That completes phase 1 of the project. Bills will start coming in for this.
11. The Hontz' were awarded the 'Southern Tier Red Cross Heroes Award' for a CPR save

**Company Report:**

1. Blood drive was held April 28<sup>th</sup>
2. Doug's Fish Fry is May 27<sup>th</sup>
3. S. Goforth has resigned
4. Kitchen is being left uncleaned, company will be notified

**Guests:** None

**Old Business:**

1. Status of vacuum cleaner needs to be determined

**New Business:**

1. Motion was made by Schroedel, second by Steinhiser to adopt the Communicable Disease plan. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Griffith, second by Schroedel to adopt changing the mask requirement per governor's recommendations. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Griffith, second by Steinhiser to change the janitor's schedule to clean station 1 weekly and station 2 twice a month at a cost of \$375 per month. All Commissioners voted in favor and the motion passed unanimously.
4. The can area will be sprayed down more frequently.
5. Ehrlich will be here the first Monday of each month.

**Applications:** None

Motion was made by Steinhiser, second by Schroedel to adjourn the meeting at 7:59 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  
 Apr-21**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	14	14.7	Endicott		1
E.M.S.	23	6.9	Endwell		1
Error			Vestal		1
<b>Totals</b>	<b>37</b>		West Endicott		1
Engine 98			Union Center	1	2(2)
			Maine	3(3)	2(2)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners  
 cc Chief

\*BGM Airport