

West Corners Fire District
Regular Meeting Minutes – October 20, 2021

Attending:

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

Guests:

J. Kratochvil
D. Grinnell
J. Haight
N. Haight

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

Motion was made by Boyer, second by Griffith to accept the minutes from the Regular Meeting held on September 15, 2021. All Commissioners voted in favor and the motion passed unanimously.

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

Communications:

1. Fire Prevention Report for August and September
2. Certificate of Insurance from Culligan, Mirabito
3. Bank statements
4. Vehicle Mileage reports for September
5. FEMA & SAM passwords provided by Treasurer (placed in safe)
6. Financial reports
7. Notice from the state of the Tax Cap Form the Treasurer filed
8. Letter from Board of Elections re: General Election Nov 2
9. Village of Endicott Water Dept re: state of emergency water notices
10. List of items needing repair
11. Letter of sympathy sent to T. Woodard on the passing of his father

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,599.89
Account 3 NBT	\$ 8,652.49
Building Reserve Acct NBT	\$ 120,689.42
Fire App Equip Reserve 3 NBT	\$ 170,610.37
Fire App Equip Reserve NBT	\$ 436,568.52
Fire Apparatus Acct 2 NBT	\$ 58,842.65
General Fund NBT	\$ 219,059.06
Grant Reserve Acct NBT	\$ 11,969.84
NBT Operating	\$ 3,144.83
NBT Payroll Account	\$ 1,968.56
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 100.00
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	\$ 1,043,134.50

- Balance sheet as of October 20, 2021
- P&L From 1/1/21 to 10/20/21
- Budget Vs Actual Dept side from 1/1/21 to 10/20/21

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- Budget Vs Actual District side from 1/1/21 to 10/20/21
- Check register from 1/1/21 to 10/20/21
- Bank Accounts reconciled for month of September
- Property Tax Cap Form filed, provided copy of confirmation to Secretary for record
- Information obtained from Ten Kate Grant Services, district current grant writer which includes their history, client information packet and document explaining critical infrastructure along with pricing information. Next grant will be announced in November/December time frame
- Have contract from Spectrum/Time Warner to increase to 200 Mbps. Pricing obtained under State Bid \$84.99 per month, no increase till September 2024, can cancel at any time per Spectrum/Time Warner
- Set up new account with RTIC Outdoors per N. Steinhiser
- Budget line items transferred completed as per motion in September
- Now have sign in and password for SAM.Gov and Go.Fema.Gov, information provided to Secretary
- Requesting one budget line-item transfer for this month: Decrease Building & Grounds Maintenance Budget Line Item \$2,200.00, Increase Building & Grounds Budget Line Item by \$2,200.00

Motion was made by Boyer, 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 Griffith by to pay all bills from check number 6050 to 6098. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. Survival class to be held at our station Nov 9, 11, 16, 18

Committee Reports:

1. Working on snow removal quotes
2. Reached out to Delta regarding parking lot testing, has not heard back

Fire Prevention: Reports from August & September

Chief's Report:

1. Chain saws are in service now
2. Turn out gear is in and in service (one needs repair)
3. Air pack PM's completed last week, no major issues
4. Hurst tools PM's this week or next
5. Started new member program a couple weeks ago with the 4 new members
6. Training room upgrades – projection monitor and white boards to be installed
7. New engine – still waiting on official date for inspection trip in November

Company Report:

1. Inspection dinner has been scheduled at Riverdale on Feb 12, 6:30 – 10:30
2. Truck or Treat on Oct 31 at station, 4:30 – 6:30 pm
3. Participating in Truck or Treat at AGM tomorrow

Guests: None

Old Business:

1. Evans will be here Friday to replace the check valve on the boiler

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2. L-brackets or hasp latches can be installed on the current ramps to keep them in place
3. OSHA proposed updates are being reviewed by Steinhiser as to how it could affect us
4. Training needs to be set up with the tech department for the new sign. Boyer will make contact with them.
5. Pricing was obtained from Spectrum to upgrade the service to 200Mbps per second on state bid of \$84.99/month. The Computer Shop needs to be involved when Spectrum does the work. Motion made by Schroedel, second Griffith by to accept the state bid proposal, and have The Computer Shop be the point of contact to work with Spectrum. All Commissioners voted in favor and the motion passed unanimously.
6. AED placard should be in place to inform the public they are available, however placing notice on the building would not be logical for us as the station is not manned 24-7.
7. The Chief supplied interior firefighter roster to be sent to J. Briggs for cancer insurance.
8. Chief Vehicle Log has a significant anomaly for vehicle 2. The starting point should be the same as the ending point and it is not indicating that. The transponders will all be reset to see if there is a problem with them.
9. Loveland will be working on a leave policy. Discussion was held on this.
10. Motion by Schroedel, second by Griffith to appoint TenKate as our grant writer. All Commissioners voted in favor and the motion passed unanimously.
11. Motion made by Schroedel, second by Boyer to pay for flu shots at the physicals. All Commissioners voted in favor and the motion passed unanimously.

New Business:

1. Resolution to Override real property tax cap for the 2022 budget was offered by Steinhiser, second by Schroedel. Resolution passed as per the roll call vote as follows: Loveland: AYE, , Steinhiser: AYE, Griffith: AYE, Schroedel: AYE, Boyer: AYE
2. Resolution to Approve the Final Budget for 2022 was offered by Steinhiser, second by Griffith. Resolution passed as per the roll call vote as follows: Loveland: AYE, , Steinhiser: AYE, Griffith: AYE, Schroedel: AYE, Boyer: AYE
3. Motion was made by Boyer, second by Steinhiser to allow Truck or Treat to be held at Station 1 on October 31st at 4:30 – 6:30 pm. All Commissioners voted in favor and the motion passed unanimously.
4. Motion was made by Schroedel, second by Griffith to decrease the Building and Grounds Maintenance Budget Line by \$2,200.00, and increase Building & Grounds Budget Line by \$2,200.00. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Boyer, second by Griffith to approve holding the survival training at our station in November. All Commissioners voted in favor and the motion passed unanimously.

Applications: None

Motion was made by Schroedel, second by Steinhiser to adjourn the meeting at 8:05 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
Aug-21**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	16	8.6	Endicott		
E.M.S.	15	0.9	Endwell		
Error			Vestal		
Totals	31		West Endicott	3	
			Union Center		4 (4)
Engine 98			Maine	1	4 (4)
			Newark Valley	1	
			Owego		
			Campville	1	
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners
cc Chief

*BGM Airport

(X) Number in parantheses is automatic daytime mutual aid calls

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**West Corners
 Fire Department**

**FPO Report
 2021**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	7	7.1	Endicott	1	
E.M.S.	27	2	Endwell		
Error			Vestal	1	
Totals	34		West Endicott	1	
			Union Center		1 (1)
Engine 98			Maine	1 (1)	1 (1)
			Newark Valley		
			Owego		
			Campville	1	
			Berkshire		
			East Maine		
			Glen Aubrey		
			Apalachin		

NFIRS submitted

cc Board of Fire Commissioners
 cc Chief

*BGM Airport

(X) Number in parantheses is automatic mutual aid calls to 53/33

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RESOLUTION #1: Override real property tax cap for the 2022 budget

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District must adopt a proposed budget for 2022 and estimate the fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the West Corners Fire District held the annual fire district budget hearing on notice to the public on October 19, 2021, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 19, 2021 at said budget hearing, and

WHEREAS, the Board has determined that the financial needs of the fire district and fire department for fiscal year 2022 cannot be supported by a budget that would comply with the real property tax cap established pursuant to Section 3-c of the General Municipal Law as the proposed budget for 2022 calls for a real property tax levy that will exceed the real property tax cap permitting only a 2% increase in said tax levy; and

WHEREAS, Section 3-c of the General Municipal Law provides as follows:

A local government may adopt a budget that requires a tax levy that is greater than the tax levy limit for the coming fiscal year, not including any levy necessary to support the expenditures pursuant to subparagraphs (i) through (iv) of paragraph g of subdivision two of this section, only if the governing body of such local government first enacts, by a vote of sixty percent of the total voting power of such body, a local law to override such limit for such coming fiscal year only, or in the case of a district or fire district, a resolution, approved by a vote of sixty percent of the total voting power of such body, to override such limit for such coming fiscal year only.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves a determination to override the real property tax cap for the 2022 budget only in order to permit an annual real property tax levy that will exceed the real property tax cap permitting only a 2% increase in said tax levy and result in a final annual fire district budget in the amount of \$518,780.00, and

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairperson Loveland: AYE
Commissioner Steinhiser: AYE
Commissioner Griffith: AYE
Commissioner Schroedel: AYE
Commissioner Boyer: AYE

The resolution was thereupon duly declared to have been adopted.

Dated: Endicott, NY
October 20, 2021

VOTING RESOLUTION OF THE WEST CORNERS FIRE DISTRICT

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A regular meeting of the Board of Fire Commissioners of the West Corners Fire District, in the Town of Union, Broome County, New York was held at the West Corners Fire Station No. 1, 500 Day Hollow Road, Endicott, New York on October 20, 2021 at 7:00 pm. There were present Charles Loveland, Nicolas Steinhiser, Daniel Griffith, Matthew Schroedel, and Roger Boyer.

Also present: Betty J. Homa, Fire District Secretary and Cheryl A. Kratochvil, Fire District Treasurer.

The following Resolution was offered by Steinhiser who moved its adoption:

WHEREAS Section 175 of the Town Law provides a system for an annual Fire District election of officers; and

WHEREAS every elector of the Town who shall be a registered voter and who shall have resided in the district for the period of 30 days next preceding the election shall be qualified to vote for such officers; and

WHEREAS the district has not adopted additional personal registration pursuant to Section 175-a of the Town Law for persons not registered with the Board of Election;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Annual Election of the West Corners Fire District shall be held on December 14, 2020 at Fire Station No. 1, said date being the second Tuesday in December as prescribed by law, for the following purpose:

a) To elect a Fire Commissioner for a full term of five (5) years commencing January 1, 2022 and ending December 31, 2026 (term of Nicolas Steinhiser expires).

2. Paper Ballots will be used and the polls shall be open from 6:00 pm until 9:00 pm.

3. Nominating petitions must be filed with the Fire District Secretary on or before November 24, 2021, said date being at least twenty (20) days prior to the date of the Annual Election. Each of said nominating petitions filed, shall be subscribed by not less than twenty-five (25) qualified voters of the district.

4. In lieu of a petition, the Board of Commissioners will accept a letter of intent in accordance with §176 of Town Law resolving that those persons wishing to be a candidate for Commissioner shall submit a letter of intent to the District Secretary, 500 Day Hollow Rd., Endicott, NY 13760, on or before November 24, 2021, said date being at least twenty (20) days prior to the date of the Annual Election. This letter of intent shall indicate which office and the term for which the individual wishes to run. The Board reserves the right to invalidate the letter of intent if the office and term are not indicated.

4. The Fire District Secretary is hereby directed to publish the notice of said Annual Election (in the form annexed hereto) in the Press & Sun Bulletin on or after November 10, 2021, and prior to November 17, 2021.

6. After the polls have been closed, the Election Inspectors shall immediately canvass publicly the ballots cast and the Chairman shall announce the results and within seventy-two (72) hours thereafter, the Chairman and the Election Inspectors shall execute and file a

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Certificate of the results of the canvass with the Board of Fire Commissioners and with the Town Clerk of the Town of Union.

7. The following resident electors of the Fire District are hereby appointed to constitute the West Corners Fire District Board of Elections for preparing the registration rolls and for the 2021 Annual Fire District Election:

Chairman	Sharon Abbey
Inspector of Election	Rachelle White

8. The Chairman, Election Inspectors and Clerk shall each be compensated in the amount of \$45.00 for their services in preparing the registration records and attendance at the Annual Election.

9. In case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, the Chairman of the Board of Fire Commissioners shall have the power and duty to appoint alternates who are resident electors.

10. If additional clerical help is deemed necessary, the Board of Fire Commissioners will consider the appointment of such clerical persons upon request of the Chairman of the Fire District Board of Election.

11. This resolution shall be effective immediately.

The Resolution was seconded by Commissioner Schroedel

Upon roll call, the vote resulted as follows:

	Aye	No
Chairman Loveland	X _____	_____
Commissioner Steinhiser	X _____	_____
Commissioner Griffith	X _____	_____
Commissioner Schroedel	X _____	_____
Commissioner Boyer	X _____	_____

The Chairperson thereupon declared the resolution adopted.

Betty J Homa
Betty J. Homa, District Secretary

NOTICE OF ANNUAL ELECTION OF WEST CORNER'S FIRE DISTRICT

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NOTICE IS HEREBY GIVEN that the Annual Election of the West Corners Fire District, Town of Union, Broome County, New York, will be held at Fire Station No. 1, 500 Day Hollow Road, West Corners, Town of Union, New York, within said Fire District, on December 14, 2021, between the hours of 6:00 pm and 9:00 pm, during which time the polls will be open.

Voting will be by the use of paper ballots.

The election will be held for the following purpose:

- a) To elect a Fire Commissioner for a full term of five (5) years commencing January 1, 2021 and ending December 31, 2026 (term of Nicolas Steinhiser expires).

PLEASE TAKE FURTHER NOTICE that each candidate for the office of Fire Commissioner must be nominated by a petition subscribed to by not less than twenty-five (25) qualified voters of said Fire District, and that each candidate must file his name, together with his nominating petition, with the Fire District Secretary, Betty J. Homa, at least twenty (20) days prior to the date of said Election, to wit, on or before November 24, 2021.

In lieu of a petition, the Board of Commissioners will accept a letter of intent in accordance with §176 of Town Law resolving that those persons wishing to be a candidate for Commissioner shall submit a letter of intent to the District Secretary, 500 Day Hollow Rd., Endicott, NY 13760, twenty (20) days prior to the date of the Annual Election, to wit, on or before November 24, 2021. This letter of intent shall indicate which office and the term for which the individual wishes to run. The Board reserves the right to invalidate the letter of intent if the office and term are not indicated.

Every elector of the Town who shall have resided within the Fire District for a period of thirty (30) days preceding the Election and who is a duly registered voter under Permanent Personal Registration in the County of Broome shall be qualified to vote at said Election.

Dated: October 20, 2021
Betty J. Homa
Fire District Secretary