

West Corners Fire District  
Regular Meeting Minutes – April 20, 2022

Attending:

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

Guests:

D. Thomas  
M. Heide

Chairman of the Board Loveland called the Regular Meeting to order at 7:05 pm.

Motion was made by Boyer, second by Davis to accept the minutes from the Regular Meeting held on March 16, 2022. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. All March bank statements received and reconciled
2. Mileage reports for March chief's vehicles
3. List of items needing attention
4. Financial reports
5. Fire Company minutes for April
6. Annual rental check from Verizon
7. Auxiliary station use requests for May 14 & July 1
8. Certificate of Insurance for Kinsley Group
9. Note from Hobart; re new location
10. Letter from Spectrum re: new account number and payment remittance address
11. Department Inventories
12. Flyer to elect Tricia Schields as Sec/Treas for AFSDNY
13. Chief's Report that was emailed
14. Chief's report regarding the snow storm yesterday

**Treasurer's Report:**

The Treasurer reported the following balances:

Account 2 NBT	10,602.54
Account 3 NBT	8,654.66
Building Reserve Acct NBT	140,720.67
Fire App Equip Reserve 3 NBT	170,652.91
Fire App Equip Reserve NBT	303,385.59
Fire Apparatus Acct 2 NBT	58,857.33
General Fund NBT	338,404.05
Grant Reserve Acct NBT	11,972.83
NBT Operating	9,203.25
NBT Payroll Account	2,586.08
Operating	928.87
Repair Reserve Fund NBT	\$ 5,100.30
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	\$ 1,061,069.08

- Balance Sheet as of April 20, 2022
- P&L from January 1, 2022 to April 20, 2022
- Budget vs Actual Department from January 1, 2022 to March 31, 2022
- Transaction Details for Fire Apparatus Repairs, New Equipment, Training line items
- Budget vs Actual District from January 1, 2022 to March 31, 2022

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- Transaction Details for Building & Grounds line items
- Budget vs Actual New Engine from January 1, 2022 to March 31, 2022
- Check register from January 1, 2022 to April 20, 2022
- Bank accounts reconciled for month of March
- Tax Check received from Verizon Wireless for \$6,000, deposited in checking account
- Partial payment received from Verizon for property taxes in the amount of \$744.27, deposited in checking account
- Continuing to search for various grants
- Spoke to M&T Bank regarding district credit card, obtain the application along with requirements necessary in order to apply
- Prepared Request for Proposals for Professional Audit Services, (template from comptroller's website along with list of CPA's to mail bid package out. Total of 11 bid packages will be mailed on April 25, 2022 if Board approves tonight
- Timeline for Request for Proposals for Professional Audit Services
  - Mailing of package to bidders, April 25, 2022
  - Due date for notification of interest: June 1, 2022
  - Due date for proposals: June 15, 2022 (board meeting)
  - Bids will be reviewed at work session, July 13, 2022
  - Bid will be awarded July 20, 2022 (board meeting)
  - Notification to selected firm: No later than July 30, 2022
- Working on FEMAGo. And SAMS.Gov website as they were merged. Prepared letter from Chairman signature that needs to be submitted to SAMS.Gov as per their request in order for both accounts to be ready for future grants
- Obtained FEMA Go and SAM User Guide
- Forward e-mail received from State Comptroller's office to all Commissioner's regarding webinar on April 27, 2022 for Fiscal Oversight Responsibilities of the Governing Board along with the link to review previous webinar which are labeled "On Demand"
- Registered to attend the Fiscal Oversight Responsibilities of the Governing Board, April 27, 2022 webinar
- Forward email District Treasurer e-mail account received from Broome County Firefighter's Association to all Commissioners, Chief and district secretary

Schroedel had sent a letter to Verizon with the copy of tax bill informing them that they were not honoring the contract by shorting us tax payments. There was no response to that letter.

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 Boyer to pay all bills from check number 6287 to 6327. All Commissioners voted in favor and the motion passed unanimously.

**Training:** None

**Committee Reports:**

1. Engine 29-1 clipped a service truck on the corner of Struble Road when responding to a mutual aid call. The claim has been reported. Minor damage.
2. A firefighter that was previously not passed on his physical has now been approved and back to service; received notice that a firefighter has been deemed medically unfit needing info from his primary; received notice that an auxiliary member has been deemed medically unfit due to not completing labs; today received notice that another firefighter is deemed medically unfit due to needing more info. The Chief has been notified regarding all of these individuals.

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**Fire Prevention:** None

**Chief's Report:**

1. Snow Storm Report (attached)
2. 29-1 Accident Report sent to BoC on 4/19/2022
3. Dedication Plaque meeting to be rescheduled
4. Floor Waxing will be done next week (Squad Room)
5. Extinguishers to be tested next week (ABC)
6. Hose Testing scheduled for 5/23 at Station 1
7. Tires from Station 2 are being put on during Tahoe inspections
8. Little League Parade and Recruitment Day 4/23/2022
9. As Chief, I am very proud of this department. Without power and to our own homes, members still dedicated hours to serving this community and handling 54 alarms. On behalf of the Chiefs, we would like to thank the Active Firefighters and Auxiliary for the hours spent on Tuesday, April 19th 2022! We are extremely grateful for the attendance during the snow storm.

**Company Report:**

1. D. Bosch, auxiliary has resigned

**Guests:** None

**Old Business:**

1. Credit Card policy was reviewed by the lawyer.
2. Lawyer is still reviewing the marijuana policy.
3. Grants still being looking at for the generator. TenKate has all the information so will be ready to go when the time comes.
4. Sale of rig still being looked at
5. Loveland trying to contact the sign vendor to get repairs made

Davis left the meeting at 7:30 pm

**New Business:**

1. Schroedel discussed usage of the sign. At times the sign has been cycling too frequently with too many different sign images. Public notices should be priority, with public service notices secondary. It is suggested that we need to cut down on the number of different signs on a given day, and the changing should not be frequent. Town law says we are only to change the sign every 12 hours. Schroedel will speak with the Chief regarding toning it down and also speak with the Town.
2. Motion made by Schroedel, second by Griffith to proceed with requesting with the RPA's for CPA Audit for the next 5 years. They will be mailed on April 25, with opening on June 15 and awarded on July 20. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
3. Motion made by Schroedel, second by Griffith to adopt the new Credit Card policy. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
4. Motion made by Griffith, second by Boyer for M. Schroedel to apply for a district credit card. Motion passed by affirmative vote from all the Commissioners, except for Davis who was not present, and Schroedel who abstained.

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5. Motion made by Griffith, second by Boyer for C. Loveland to apply for a district credit card. Motion passed by affirmative vote from all the Commissioners, except for Davis who was not present, and Loveland who abstained.
6. Motion made by Griffith, second Boyer that Kratochvil & Schroedel be assigned to the FEMA and SAM.gov accounts. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
7. Motion made by Schroedel, second by Griffith to allow station use for the Little League parade staging on April 23<sup>rd</sup>. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
8. Motion made by Griffith, second by Boyer to allow the auxiliary to use the station on May 14<sup>th</sup> for a garage sale. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
9. Motion made by Griffith, second by Boyer to allow the auxiliary to use the station on July 1<sup>st</sup> for Fat Cowboy's Chicken BBQ. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
10. Motion made by Schroedel, second by Griffith to allow the company to use the station for recruitment day April 23<sup>rd</sup>. All Commissioners voted in favor except for Davis who was not present, and the motion passed.
11. Discussion held on painting of the bay floor.

**Applications:** None

Motion was made by Schroedel, second by Griffith to adjourn the meeting at 7:57 pm. All Commissioners voted in favor except for Davis who was not present, and the motion passed.

Respectfully submitted,

*Betty J Homa*

Betty J. Homa  
District Secretary

Snow Storm Alarms  
Tuesday, April 19, 2022

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<b>Address:</b>	<b>Type:</b>	<b>Handled By:</b>
617 June Street	House Fire (34)	Engine 29 / C29
2072 Rt 26	MVA Entrapment (33)	Engine 29 / C29
220 Bean Hill Road	Tree Down	EMS 29
1030 Schyuler	Cable Line Down (removed)	EMS 29
945 Day Hollow	Primaries Down	EMS29, B29, U29 - NYSEG
1115 Day Hollow	Cable Line Down (removed)	B29
200 Boswell Hill	Cable Line Down (removed)	B29
Day Hollow / Flora	Cable Line Down (removed)	B29
319 Antionette	Cable Line Down (removed)	B29
Boswell / Neal	Cable Line Down (removed)	B29
222 Boswell Hill	Cable Line Down (removed)	B29
234 Boswell Hill	Cable Line Down (removed)	B29
334 Boswell Hill	Cable Line Down (removed)	B29
1031 Schyuler	Cable Line Down (removed)	EMS29
365 Boswell Hill	Cable Line Down (removed)	B29
814 Grant Street	Cable Line Down (removed)	EMS29
1108 Carrie Ave	Cable Line Down (removed)	EMS 29
717 Wallace Street	Tree Down (removed)	EMS29
1305 Crestview	Tree Down (Removed)	EMS29
1224 Day Hollow	Tree on cable line	29B
604 Lakeview Dr	Tree on secondaries	EMS29 - NYSEG
1037 Sarah Lane	Cable Line Down (removed)	EMS29
326 Paul Street	Cable Line Down (removed)	B29
1414 Day Hollow	Secondaries Down	29B - NYSEG
814 Grant Ave	Cable Line Down (removed)	B29
1109 Hazel Ave	Cable Line Down (removed)	EMS29
1088 Schuyler	Tree Down, removed	EMS29
342 Antionette	Cable Line Down (removed)	B29
314 Antionette	Cable Line Down (removed)	B29
951 Neal Road	Cable Line Down (removed)	B29
235 Oscar Terrace	Cable Line Down (removed)	B29
939 Neal Road	Secondary down	B29 - NYSEG
1321 Irma	Cable Line Down (removed)	EMS29
311 Western Heights	Trees down (removed)	EMS29
307 Paul Street	Cable Line Down (removed)	B29
609 Lakeview	Cable Line Down (removed)	29B
409 Bornt Hill	Tree down on vehicle	EMS29
331 Antionette	Cable Line Down (removed)	B29
315 Antionette	Cable Line Down (removed)	B29
Airport / Marshall	Trees removed	EMS29
949 Leon Drive	Tree on house	B29
823 Martin	Cable line down (removed)	B29
Struble Road	House Fire (31)	Eng 29 / C29
925 Day Hollow	Lines Down	29B
1314 River Road	Pole and Wires Down	29B - NYSEG
Ardmore / River	Tree Down - untouched	29B
Walker / Day Hollow	Cable Line Down (removed)	29A&B
913 Sarah Lane	Secondary Lines Down	29B
1106 Hazel Ave	Powerlines Down	29B

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151 Harrington  
1451 Sandra Dr  
420 Western Heights Blvd  
1050 Sarah Lane

Tree Fire (53)  
Wires /Transformer fire  
CO alarm  
CO Alarm

C29 - EMS29  
E29-1 & B29  
E29-1 & C29/29A&B  
E29-1 & 29A

**Members on Alarms:**

Jeff Hontz  
Steve Grinnell  
Dave Thomas  
Steve Brandt  
Mike Burts  
John Davis  
Norm Davis  
Jonathan Haight  
Brent Lefcheck  
Frank Randesi  
Jack Singer  
Tom Tammaro  
Dylan Tennant  
Steve Thinniyog  
Ryan Schroedel  
Chas Loveland

**Auxiliary:**

Darlene Leonard  
Kerri Lee Loveland  
Betty Homa  
Michael Homa  
Matt Schroedel  
Sherry Schroedel  
Crystal Romanowski  
Becky Kruczkowski