

West Corners Fire District
Regular Meeting Minutes – May 18, 2022

Attending:

C. Loveland B. Homa
R. Boyer C. Kratochvil
D. Griffith

Guests:

D. Grinnell
D. Thomas
M. Heide

Chairman of the Board Loveland 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 April 20, 2022. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Griffith, second by Boyer to accept the minutes from the Special Meeting held on April 26, 2022. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All April bank statements received and reconciled
2. Mileage reports for April
3. List of items needing attention
4. Financial reports
5. Fire Company minutes for May
6. Auxiliary minutes from May
7. Certificate of Insurance for Petcosky & Sons Plumbing
8. Letter from County Election Board re: station use
9. Resignation letter from J. Hontz
10. John Burtis, Vieira & Associates re: CPA proposal
11. Quote from New Look for 29-3 repair
12. Newsletter from Air Cleaning systems
13. Fire District Affairs for April-May
14. Certificate for John Davis: Commissioner class
15. Auxiliary station use for craft fair
16. Company station use for Doug's Fish Fry

Treasurer's Report:

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,602.98
Account 3 NBT	\$ 8,655.02
Building Reserve Acct NBT	\$ 140,726.45
Fire App Equip Reserve 3 NBT	\$ 170,659.92
Fire App Equip Reserve NBT	\$ 303,398.06
Fire Apparatus Acct 2 NBT	\$ 58,859.75
General Fund NBT	\$ 332,917.91
Grant Reserve Acct NBT	\$ 11,973.32
NBT Operating	\$ 3,139.03
NBT Payroll Account	\$ 2,689.00
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 5,100.51
	\$ 1,049,650.82

- Balance Sheet as of May 18, 2022

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- P&L from January 1, 2022 to May 18, 2022
- Budget vs Actual Department from January 1, 2022 to April 30, 2022
- Budget vs Actual District from January 1, 2022 to April 30, 2022
- Budget vs Actual New Engine from January 1, 2022 to April 30, 2022
- Check register from January 1, 2022 to May 18, 2022
- Bank accounts reconciled for month of April
- Continuing to search for various grants and following up on various open items for preparation when future grants are announced
- Working with M&T Bank regarding District Credit Card, motion will need to be made authorizing Treasurer to obtain credit card in order to fulfil the miscellaneous duties Treasurer is responsible for
- Proposals for Professional Audit Services sent out, heard back from one firm
- Attended webinar for Fiscal Oversight Responsibilities of the Governing Board, held on April 27, 2022
- Continuing to forward email District Treasurer e-mail account received from Broome County Firefighter's Association to all Commissioners, Chief and District Secretary
- Provided to Chief, two Assistant Chiefs, Board of Commissioners, District Secretary information regarding Home Depot change in procedure as of May 2, 2022
- Met with Finance Chair throughout the month on various financial issues
- Verizon has announced a billing update: Economic Adjustment Charge beginning June 16, 2022. This charge will be in the Other Charges & Credits section of the billing
- Requesting the following Journal entry to be made: Decrease Building & Grounds Improvement Budget Line Item \$1,483.00, Increase Workers Compensation Budget Line Item \$1,483.00
- Thank you, Jeff Hontz, for your assistance as Chief regarding all financial matters. It was a pleasure working with you and wish you the best of luck in your future ventures

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 6287 to 6368. All Commissioners voted in favor and the motion passed unanimously.

Training: None

Committee Reports:

1. Dan trying to get quote for Gary Tredo to paint the floors to similar paint as is on currently. Cannot get a quote right now as he can't get the paint he wants. Paint is \$500 for 5 gallons. Cost approximately \$10,000, includes striping inside and on the apron. He would do it in sections so the apparatus would not have to be housed outdoors.
2. The auxiliary member has now been cleared by Lourdes for active service. One firefighter will be cleared after his appointment on Monday. Have heard nothing about the remaining firefighter not cleared.

Fire Prevention: Fire Report for February and March

Chief's Report:

1. Hose Testing Scheduled for Monday, May 23rd @ Station 1 (8am-4pm)
2. Newly Cleared Driver/Operators (Steinhiser, Schroedel & Burts)
3. Extinguisher Testing complete
4. New Engine Delivery 5/31 @ 6 pm (tentatively)
5. Chief Hontz last day 5/31/2022

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6. Chief Thomas working with ESIP for hosting an ATV training class to be held in Newark Valley

Company Report:

1. M. Heide has become life member
2. Chief Hontz has stepped down as Chief
3. Interviewing 2 new members
4. Hoffman will be resigning

Guests: None

Old Business:

1. Delivery of the new rig will be made on May 31st, after going to Groton for clean-up. P. Amos will be coming here to go over the vehicle at a date to be determined. Motion made by Griffith, second by Boyer to authorize payment upon delivery of the vehicle, (after acceptance by the committee) not to exceed \$350,000. All Commissioners voted in favor and the motion passed unanimously.
2. Going to ask maintenance man to clean along the fence.

New Business:

1. Discussion held on filling Chief positions until the end of the year. Per Town Law, either the 1st or 2nd assistant Chief steps into the position.
2. Motion made by Griffith, second by Boyer to have Mirabito replace the diesel pump at a cost not to exceed \$2,000.00 and we will try to piggy-backing off Town of Union. All Commissioners voted in favor and the motion passed unanimously.
3. Discussion held on dedicating the new engine. Date to be determined.
4. Dedication plaque for training building can be handled at the same time as the engine dedication.
5. Discussion held on night lighting for the diesel pump area. For now, the existing bulb will be replaced with an LED light. Will add more lighting later if needed.
6. Motion made by Griffith, second by Boyer that all district, company and auxiliary vouchers for payments must be presented by Friday night before the regular meeting. Payments to vendors, we should attempt to do the same thing. All Commissioners voted in favor and the motion passed unanimously.
7. Motion made by Boyer, second by Griffith to allow the company to use the station on July 14 & Oct 13 for Doug's Fish Fry. All Commissioners voted in favor and the motion passed unanimously.
8. Motion made by Loveland, second by Boyer to allow the District to use the station for hosting a blood drive on June 30th. All Commissioners voted in favor and the motion passed unanimously.
9. Motion made by Griffith, second by Boyer to allow the auxiliary to use the station on October 29th for a craft fair. All Commissioners voted in favor and the motion passed unanimously.
10. Motion made by Griffith, second by Boyer to allow the Board of Elections to use Station 1 for primaries June 28th, August 23rd, and the general election November 8th. All Commissioners voted in favor and the motion passed unanimously.
11. Motion made by Griffith, second by Boyer to allow the Treasurer to obtain a district credit card through M&T in order to fulfill the miscellaneous duties the Treasurer is responsible for. All Commissioners voted in favor and the motion passed unanimously.
12. Motion made by Griffith, second by Boyer that the following Journal entry to be made: Decrease Building & Grounds Improvement Budget line Item \$1,483.00, and increase

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Workers Compensation Budget line Item \$1,483.00. All Commissioners voted in favor and the motion passed unanimously.

Applications: None

Motion was made by Griffith, second by Boyer to adjourn the meeting at 8:01 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
2021**



**Bureau of Fire Prevention
Monthly Incident Report
Feb-22**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	7	9.1	Endicott		
E.M.S.	20	0.5	Endwell		
Error			Vestal		
Totals	27		West Endicott		
Engine 98			Union Center	1 (1)	
			Maine	2 (2)	
			Newark Valley		
			Owego		
			Campville	1	
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners
cc Chief

*BGM Airport

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**West Corners
 Fire Department**

**FPO Report
 2021**



**Bureau of Fire Prevention
 Monthly Incident Report
 Mar-22**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	18	8.2	Endicott	1	
E.M.S.	27	1.1	Endwell		1
Error			Vestal		1
Totals	45		West Endicott	2	1
			Union Center		6 (6)
Engine 98			Maine	4 (3)	6 (6)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey	1	
			Apalachin		

cc Board of Fire Commissioners
 cc Chief

*BGM Airport