

West Corners Fire District  
Regular Meeting Minutes – November 16, 2022

Attending:

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

Guests:

M. Heide

Chairman of the Board Loveland called the Regular Meeting to order at 7:00 pm.

Motion was made by Schroedel, second by Boyer to accept the minutes from the Regular Meeting held on October 19, 2022. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. All October bank statements received and reconciled
2. Chief Mileage reports for October
3. Financial reports [see details in Treasurer's report]
4. Fire Company minutes for October
5. List of items needing attention
6. Credit Application for DIVAL Safety Supplies
7. Letters from Mang re: removal of insurance from old Spartan
8. Umbrella quotes received from NBT Insurance
9. Affidavit from Press for Voting Resolution
10. Letter from Town of Union re: receipt of final budget
11. Fire District Affairs for October – November
12. Credit invoices from McNeil & Co relating to old Spartan

Motion for Executive Session to discuss insurance made by Loveland, second by Schroedel at 7:03 pm

Regular session resumed at 7:35 Cancer insurance was discussed

**Treasurer's Report:**

The Treasurer reported the following balances:

Account 2 NBT	\$ 10,605.66
Account 3 NBT	\$ 8,657.22
Building Reserve Acct NBT	\$160,783.91
Fire App Equip Reserve 3 NBT	\$170,721.64
Fire App Equip Reserve NBT	\$ 27,547.57
Fire Apparatus Acct 2 NBT	\$ 58,874.59
General Fund NBT	\$126,892.81
Grant Reserve Acct NBT	\$ 11,976.34
NBT Operating	\$ 6,593.00
NBT Payroll Account	\$ 2,906.52
Operating	\$ 928.87
Repair Reserve Fund NBT	\$ 5,101.81
	\$591,589.94

- Balance Sheet as of November 16, 2022
- P&L from January 1, 2022 to November 16, 2022
- Budget vs Actual Department from January 1, 2022 to October 31, 2022

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- Budget vs Actual District from January 1, 2022 to October 31, 2022
- Budget vs Actual New Engine from January 1, 2022 to October 31, 2022
- Check register from January 1, 2022 to October 19, 2022
- Bank accounts reconciled for month of October
- Check received from Manasse Auction for \$4,600
- Met with Finance Committee, reviewed financials, year-end, obtaining various quotes
- Received credit memos from McNeil & Company indicating return premium for deletion of 1986 Spartan
- Continuing to look for grants
- Have administrator rights for Grainger Account
- Reimbursement check received from West Endicott Fire Company
- Followed up with Verizon Wireless regarding reimbursement
- Continuing to work with vendor regarding outstanding replacement check that hasn't cleared the bank account

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 by Boyer to pay all bills from check number 6536 to 6606. All Commissioners voted in favor and the motion passed unanimously.

**Training:** None

**Committee Reports:**

1. Financial committee met resulting in a number of motions to be made under new business in regards to quotes that have been received
2. Waiting on quotes from Homer Gow for:
  - repair to the outside wood bench seat
  - painting all east side offices
  - painting of Commissioners room and removal of broken wall board under the clock which will not be replaced
  - kitchen: repair window crank, hole in sheet rock near stove, mount fire extinguisher, repair cabinet drawers and replace all broken slides and broken hinges, fix loose Formica on countertop backsplash, paint kitchen
  - Training building: replace warped T-111 siding and seal joints, replace windows with something more commercial, add structure to bailout window sills
  - Repair incoming electrical power mast support cable at station 2
  - Paint exterior bay doors, repair west overhead door bottom weatherstripping air gaps
3. New engine plaque will be mounted when Fire Apparatus Inc comes to the station
4. Will be obtaining replacement cost and market values on all apparatus. Requested this of Har-Rob Fire Apparatus and Firehouse Apparatus Inc. Nothing heard back from either company.
5. Update on outdoor sign: sign board will not be updating (scrolling) more frequently as per Town of Union regulations.
6. Nothing to be done with antennae on east side chain link fence at station 2 at this time
7. 29-1 engine fob box has been repaired
8. All cameras, old and new, are in operation per TCS
9. Storage room door handle at station 2 will not be re-cored as the room can be accessed by fobs
10. Quotes received to increase umbrella liability limit to 4M

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11. Paper towel dispenser has been obtained and will be installed in the men's room at station 2
12. Lock box in the engine located at Station 2 will be inspected by TCS and battery replaced if needed
13. Capital improvement plan will be discussed at the next work session
14. Working with VanGorder to obtain dates for March/April time frame to hold a training class
15. Treasurer now has admin rights to Grainger account
16. Preventative service was done by Air Clean Systems; we may get a bill for a part that may not be covered under warranty
17. Waiting for Burr to reschedule Plymovent install on new engine
18. Cancer insurance is being worked on so the required forms are filed on time
19. Action list was reviewed at work session
20. Request that any personnel that has a change in status have a letter submitted to the district so the names can be entered into the minutes
21. Chief says all equipment has been ordered for the new engine
22. T&B Electric contacted regarding rear east interior night light being out at station 1
23. West side apparatus air drop is leaking and the compressor frequently running, service call to be placed (part is on order)
24. Loveland working on station 2 IT equipment clean-up

**Fire Prevention:** Report for October 2022 (see attached)

**Chief's Report:**

1. SCBA yearly maintenance was done Oct 17/18. There was \$12,000 in repairs of which \$8,000 was covered under warranty.
2. Ladder 29 test was performed November 8. We were told something was not working, but when we tested it at training it worked fine. It was not anything that would make the apparatus fail the PM
3. Has not received a date for meeting with ISO
4. Working on purchasing PPE
5. The Tahoe at station 2 not starting; it will only start with the remote starter. Will be taking it to Gaults
6. Physicals are on going
7. Chief appreciates all the help he has been getting
8. B. Haight, a current life member, has requested to come off of life status and be reinstated as an active member

**Company Report:**

1. S. Schroedel has gone to life member for auxiliary
2. B. Haight will be returning as a driver

**Guests:** None

**Old Business:** None

**New Business:**

1. D. Leonard has been contacted to purchase some artificial items for the flower pots out front, not to exceed \$75. Motion made by Schroedel, second by Boyer to pay this cost not to exceed \$75 after approval of the finance committee. All Commissioners voted in favor and the motion passed unanimously.

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2. Motion made by Schroedel, second by Boyer to have Empire Landscaping remove and haul away brush along the fence line at station 1 at a cost not to exceed \$895.80. Treasurer is authorized to issue a check upon completion. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Schroedel, second by Boyer to have Empire Landscaping remove and haul away brush along the fence line at station 2 at a cost not to exceed \$1,597.80. Treasurer is authorized to issue a check upon completion. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Schroedel, second by Boyer to have Empire do on demand snow removal for the apron and parking lot at station 1, at a cost of \$285.25 for plowing and \$225.75 for salting. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Schroedel, second by Boyer to have Empire do on demand snow removal for the apron station 2, a cost of \$155.75 for plowing and \$112.50 for salting. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Schroedel, second by Boyer to increase umbrella coverage from 2M to 4M coverage with a premium increase of an approximately \$1,525.00 annually. All Commissioners voted in favor and the motion passed unanimously.
7. The Chief's vehicle at station 2 is filthy. We need to check with the Chief as to what he wants done regarding cleaning it.
8. Bay floor at station 2 needs a good cleaning.
9. Boyer suggested purchasing a leaf blower compatible with batteries we have, to use for cleaning out the station bays. Pricing will be obtained.

**Applications:**

Motion made by Griffith, second by Schroedel to change status of B. Haight from life member to active firefighter. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Griffith, second by Schroedel to adjourn the meeting at 8:26 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  
 2022**



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

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	22	13	Endicott		1
E.M.S.	19	1.2	Endwell		
Error			Vestal		
<b>Totals</b>	<b>41</b>		West Endicott	2 (1)	
Engine 98			Union Center	4 (4)	2 (2)
			Maine	3 (3)	2 (2)
			Newark Valley		
			Owego		
			Campville	1	
			Berkshire		
			East Maine	1*	
NFIRS submitted			Glen Aubrey		
			Apalachin		

cc Board of Fire Commissioners  
 cc Chief

\*BGM Airport

(#) indicates number of automatic mutual aid/standby calls