

West Corners Fire District
Regular Meeting Minutes – July 17, 2024

Attending:

Commissioner Griffith
Commissioner Schroedel
Commissioner Davis
Commissioner Heide
Commissioner Reed

Guests:

B. Homa, Secretary
C. Kratochvil, Treasurer
N. Haight, Chief

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

Motion was made by Griffith, second by Davis to accept the minutes from the Regular Meeting held on June 19, 2024. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All June bank statements received and reconciled
2. Chief Mileage reports for June
3. Financial reports [see details in Treasurer's report]
4. Fire Prevention report: May & June
5. Fire District Affairs for May & June
6. Letter from NBT Insurance re: National Security and Data Breach coverage
7. Email from W. VanGorder re: training room requirements
8. Certificate of Workers Comp from Allied Sign Co
9. Notice from McNeil & Co re: policy expiration dates
10. Notice of Policy Conditional Renewal re: Umbrella liability occurrence
11. Pinsky Law re: board of director and executive officer training
12. Generator service report
13. Letter from Hancock Estabrook re: CPA audit verification
14. Letter from Coughlin & Gerhart re: CPA audit verification
15. Building Assessment Report from Colliers Engineering

Treasurer's Report:

The Treasurer reported the following balances:

NBT Account 2	\$ 11,060.95
NBT Account 3	\$ 9,028.87
NBT Building Reserve	\$ 427,203.16
NBT Fire App Equip Reserve	\$ 187,075.89
NBT Fire App/Equip Acct 3	\$ 193,373.74
NBT Fire Apparatus Acct 2	\$ 76,716.01
NBT General Fund	\$ 342,643.64
NBT Grant Reserve	\$ 12,490.48
NBT Repair Reserve Fund	\$ 33,159.56
NBT Payroll Account	\$ 2,231.94
NBT Operating	\$ 1,431.76
M&T Operating	\$ 9,906.21
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	\$ 1,306,322.21

- Balance Sheet as of July 17, 2024
- P&L from January 1, 2024 to July 17, 2024
- Bank accounts reconciled for month of June
- Budget vs Actual January 1, 2024 to June 30, 2024 District side

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- Budget vs Actual January 1, 2024 to June 30, 2024 Department side
- Check register from January 1, 2024 to July 17, 2024
- P&L from June 1, 2023 to June 30, 2024 for Federal Account
- Check Register from June 1, 2023 to June 30, 2024 for Federal Account
- Federal Account closed with Tioga State Bank, June 2024
- Sales Tax charge was removed by Home Depot, confirmed with firefighter
- Waiting for 2024-2025 Fire District Assessed Valuation from Town
- Received 2025 Tax Cap Announcement from State Comptroller's Office
- 2% money received \$8,877.34
- Mondorf and Fenwick finishing up the 2023 Financial audit

Motion was made by Griffith, second by Davis to accept the treasurer's report as read. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Davis, second by Griffith to pay all bills, check numbers 1208 to 1234. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. K. Rogers, S. Brookes registered for basic exterior course in August
2. J Haight, Kase, Tennant registered for the state fire chief's flashover class in September

Committee Reports:

Finance Committee:

1. Budget prep beginning, need to have workshop next month. This to be done at the regular work session

Building & Grounds:

1. Maintenance on generator was done today and resulted in the first warranty issue (oil leak). Parts ordered to get it fixed.
2. Contacted 2 companies regarding the apron issue at station 2.
3. Door on training building needs attention. Chief will get a quote from Gow. He will have replacement of the T-111 siding included in the bid.
4. CAT-5 cable hookup from the generator to the router was not done today. TCS has been requested to find out what is going on with this cable.
5. The school fencing is leaning and some green fence posts have been added to hold it up. There are 2 holes in our fencing around the area for training on cars, most likely from plowing. Reed will contact a fencing company for repair quote.
6. Received another draft report from S. Bova of Colliers Engineering who is still waiting on reports from HVAC companies, and an estimator to come up with a cost. The final report is still probably a month out.

Insurance:

1. Discussion was held on the letters received from insurance company regarding the fitness room.

Equipment: None

Fire Prevention: Reports from May and June

E. Dean has resigned from the fire company; Since he is the Fire Prevention Officer, the Board will need to make a new appointment for Fire Prevention Officer. Chief does not have a recommendation at this time.

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Chief's Report:

1. Received parts of the DEC grant from last year. Has also ordered coats and pants; the pants are backordered. When everything is received, he will close out the grant.
2. Larger rigs started PM's. A few slight issues were found.

Company Report:

1. Steve Grinnell has resigned as active fire fighter and received life member status
2. E. Dean will be resigning next month, they are working on getting a treasurer.
3. Ice Cream social is August 15th

Guest Comments: None

Old Business:

1. Computer backups are completed
2. Will be taking the old computer to be cleaned and it can then be repurposed
3. Received bid from Weitsman for the old engine in the amount of \$3,200. It is rumored that Skyview Drags is also interested. Davis will check with them.
4. Heide drafting a consolidation letter to be sent to neighboring fire districts.

New Business:

1. Discussion was held on state and local stipends for training classes.
2. Motion made by Griffith, second by Heide to approve all training requests. All Commissioners voted in favor and the motion passed unanimously.

Applications: None

Motion was made by Heide, second by Reed 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
Electronically signed

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**West Corners
 Fire Department**

**FPO Report
 2024**



**Bureau of Fire Prevention
 Monthly Incident Report
 May-24**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	17		Endicott	2	
E.M.S.	16		Endwell		
Error			Vestal	1	
Totals	33		West Endicott	1 (1)	
			Union Center	3 (3)	1 (1)
"On Duty"	0		Maine	2 (2)	1 (1)
			Newark Valley		
			Owego	1	
			Campville		
			Berkshire		
			East Maine	2*	
NFIRS submitted			Glen Aubrey		
			Whitney Point		
cc Board of Fire Commissioners			Apalachin		
cc Chief					

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

*BGM Airport

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**FPO Report
 2024**



**Bureau of Fire Prevention
 Monthly Incident Report
 Jun-24**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	26		Endicott		1
E.M.S.	20		Endwell	1	1
Error			Vestal	1	1
Totals	46		West Endicott	2 (2)	1
			Union Center	3 (3)	6 (5)
"On Duty"	0		Maine	1 (1)	5 (5)
			Newark Valley	1	
			Owego	2	
			Campville		1
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
cc Board of Fire Commissioners			Whitney Point		
cc Chief			Apalachin		

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

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