

West Corners Fire District
Regular Meeting Minutes – August 21, 2024

Attending:

Commissioner Griffith
Commissioner Schroedel
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 7:06 pm.

Motion was made by Heide, second by Griffith to accept the minutes from the Regular Meeting held on July 17, 2024. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. All July bank statements received and reconciled
2. Chief Mileage reports for July
3. Financial reports [see details in Treasurer's report]
4. Fire Prevention report: July
5. Fire District Affairs August/September
6. Quote from B&G and Battaglini
7. Quote from H. Gow & Sons
8. Letter from Town of Union re: Assessed Valuations
9. Representation letter from Mondorf & Fenwick for 2023 Audit
10. Bid from Patrick Schrader, Skyview Drags for old engine
11. Quote for tree removal and fence repair related to storm damage
12. McNeil & Co Insurance check for fence damage from storm
13. Certificate of Liability Insurance – Allied Signs
14. From Chief – listing of gear to be disposed of
15. Draft of CPA 2023 audit
16. Copy of A&S Insurance renewal form
17. Dept of Labor re: request for injury records
18. Email from insurance re: claim number received for injured fire fighter
19. W-9 for CNY Tree Service
20. Certificate of Liability Insurance for CNY Tree Service
21. W-9 for U&W Fence Company
22. Certificate of Liability Insurance for U&W Fence Company
23. Report from Colliers Engineering

Treasurer's Report:

The Treasurer reported the following balances:

NBT Account 2	\$ 11,089.13
NBT Account 3	\$ 9,051.88
NBT Building Reserve	\$ 428,291.65
NBT Fire App Equip Reserve	\$ 187,552.55
NBT Fire App/Equip Acct 3	\$ 193,866.45
NBT Fire Apparatus Acct 2	\$ 76,911.48
NBT General Fund	\$ 337,701.45
NBT Grant Reserve	\$ 12,522.31
NBT Repair Reserve Fund	\$ 33,244.05
NBT Payroll Account	\$ 2,270.44
NBT Operating	\$ 2,008.77
M&T Operating	\$ 928.87

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\$ 1,295,439.03

- Balance Sheet as of August 21, 2024
- P&L from January 1, 2024 to August 21, 2024
- Bank accounts reconciled for month of July 2024
- Budget vs Actual January 1, 2024 to July 31, 2024 District side
- Budget vs Actual January 1, 2024 to July 31, 2024 Department side
- Check register from January 1, 2024 to August 21, 2024
- Received 2024-2025 Fire District Assessed Valuation from Town of Union
- Official bank check was issued by M&T Bank to the fire company for the 2% money and was delivered to the company
- Mondorf and Fenwick met with the Board to review the 2023 Financial audit results
- Working on inventory

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

Colliers Engineering bill was submitted since we have received the final report. Motion to pay this Colliers Engineering bill was made by Heide, second by Schroedel. Motion passed with voting as follows:

AYE: Reed, Heide, Schroedel

ABSTAIN: Griffith

The utility truck is at Voorhees today for the pm; the brush truck will go over next. Motion made by Griffith, second by Reed to pay the invoices upon completion of service and with the approval of the Chief, not to exceed \$750.00 each. All Commissioners voted in favor and the motion passed unanimously.

A quote to repair the fence in the amount of \$2,560 from U&W Fence Company. Motion made by Reed, second by Heide to pay the invoice upon completion of the job and the approval of Reed. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Schroedel, second by Griffith to pay all bills, check numbers 1235 to 1278. All Commissioners voted in favor and the motion passed unanimously.

Training: none

Committee Reports:

Finance Committee: None

Building & Grounds:

1. Connecting gateway to the network has been completed. Warnings/alarms can be set up for emails, but it needs an email server. TCS will be contacted.
2. The tree that fell during the recent storm has been removed
3. Colliers Engineering Final report was received and sent to all the commissioners for review

Insurance:

1. There was a fire fighter injury at Monday training. All paperwork has been submitted to the insurance company.
2. There is a dent in the utility truck that needs to be reported to the insurance company.

Equipment: None

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Fire Prevention: None

Chief's Report:

1. There was a fire fighter injury that occurred at Monday's training
2. Issue with utility truck will have to be fixed
3. EMS had power steering issue that Vorhees' is working on.
4. White Tahoe blew a water pump, also serpentine belt was replaced
5. Chief needs to purchase 10 units of 100 foot of 4" hose.
Bids as follows:
Halo 1st Responder Products at \$6,950 plus approximately \$250 shipping
Fire-End & Croker Corp \$7,779.50 plus \$370 shipping
MES \$8,846.10
Ward Fire Equipment - \$7,274.70
6. Discussion held on diesel fuel tank needing refilling

Company Report:

1. E. Dean has resigned
2. Ice cream social went well

Guest Comments: None

Old Business:

1. Regarding selling of the old engine, Manasse will be holding two auctions. One is September 14th, and another one at the county fairgrounds on October 5th.
2. The oldest hotspot can be returned to AT&T
3. Motion was made by Griffith, second by Heide to hire B&G for sealing the parking lot and striping at station 2 and striping of the bay and apron at station 1, at a cost of \$3,200.00. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Griffith, second by Heide to hire H. Gow to replace the training building door at a cost of \$1,500.00. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Griffith, second by Heide to hire H. Gow to replace T1-11 siding on the training building a cost of \$4,999.00. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Griffith, second by Heide to hire H. Gow to prime and paint the training building a cost of \$4,950.00. All Commissioners voted in favor and the motion passed unanimously.
7. Motion made by Griffith, second by Reed to sign the representation letter from Mondorf and Fenwick for the 2023 audit. All Commissioners voted in favor and the motion passed unanimously.

New Business:

1. Insurance claim was processed for fencing damage from the recent storm where a tree fell on the fence. Received an insurance check in the amount of \$5,310.00.
2. Insurance claim has been submitted for fire fighter injury that occurred on August 19th
3. Motion made by Heide, second by Griffith to purchase 10 units of 100 foot of 4" hose from Halo 1st Responder Products at a cost not to exceed \$7,500.00. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Heide, second by Griffith to sell the old engine at the county auction on October 5th. All Commissioners voted in favor and the motion passed unanimously.

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5. Motion made by Griffith, second by Heide to dispose of the old pants, coats and masks. All Commissioners voted in favor and the motion passed unanimously.
6. Treasurer should be provided with a new computer. Quote will be obtained for a laptop and needed software.

Applications: None

Motion was made by Heide, second by Reed to adjourn the meeting at 8:10 pm. All Commissioners voted in favor and the motion passed unanimously.

Respectfully submitted,

Betty J Homa

Betty J. Homa, District Secretary
Electronically signed