

West Corners Fire District  
Regular Meeting Minutes – November 19, 2025

Attending:		Guests:
Commissioner Reed	M. Schroedel, Treasurer	S. Brookes
Commissioner Davis	B. Homa, Secretary	C. Loveland
Commissioner Griffith	M. Loveland, Chief	M. Dean
Commissioner Sinclair		
Commissioner Heide		

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

Motion was made by Davis, second by Heide to accept the minutes from the Regular Meeting held on October 22, 2025. All Commissioners voted in favor and the motion passed unanimously.

**Communications:**

1. Mileage ace report for October
2. Financial reports for October
3. Fire District Affairs
4. Letter from B. Haight
5. Quote from Duffy/AIS for stove repair [\$1,187.96]
6. Letter from S. Brookes
7. Quote for cancer insurance
8. Letter of Intent to run for office from D. Griffith
9. Letter from C. Loveland
10. Fob request from N. Steinhiser

**Treasurer's Report:** Balances as of Nov 16, 2025

NBT Payroll Account	\$ 5,339.40
NBT Operating	\$ 6,104.24
NBT Repair Reserve Fund	\$ 45,498.92
NBT Account 2	\$ 11,450.05
NBT Grant Reserve	\$ 12,929.88
NBT Fire App Equip Reserve	\$ 392,474.10
NBT Building Reserve	\$ 533,645.84
NBT Fire Apparatus Acct 2	\$ 90,587.61
NBT Account 3	\$ 9,346.50
NBT Fire App/Equip Acct 3	\$ 211,349.12
NBT General Fund	\$ 247,517.95
M&T Operating	\$ 928.87
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	\$ 1,567,172.48

- Treasurer's Report and Chief Mileage Report submitted to the Board.
- FEMA Grant EMW-2024-FG-02413 accepted via FEMA.go
- 30-year plan being updated with comments received so far
- **Motion:** Accept revised credit card policy
- **Motion:** Fund dormant reserve accounts
- **Motion:** Decrease Apparatus Repair budget \$836.23, Increase New Equipment Budget \$836.23

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Motion made by Heide, second by Sainclair to accept the treasurer's report as given. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Griffith, second by Sainclair to pay all the bills, check numbers 1791 to 18XX. All Commissioners voted in favor and the motion passed unanimously.

**Training:**

1. Matt Travis – Fire Officer 1 starting on 1/26/26-2/5/26, at Cortland County
  - a. Email sent 10/4

**Committee Reports:**

1. Stove has been inspected and needs repair of the pilot lights. When the hood system is activated, the gas shuts off so the pilot lights go out, and the pilots do not relight when the gas is turned back on. Duffy/AIS can repair at a cost of \$1,187.96. Discussed also was downsizing the stove so that the hood system could be done away with. Will be discussed at the next work session.
2. LED's lights on west side were replaced. The breaker has been found turned off, this is not necessary as the lights are on a photocell.
3. Meeting with the exterminator on Friday to discuss our level of service
4. Some cleaning supplies, such as rolls of garbage bags, have gone missing. This was reported by our janitor. We will purchase a cabinet so these supplies can be locked up.

**Fire Prevention:** See attached report from October

**CHIEF:**

1. 29-11 PM/ Pump is completed and paper sent to secretary for archiving. Passed pump test
2. Aerial PM – Completed and passed
3. U-29 lettering complete
4. Chief Steinhiser's Tahoe repairs are complete
5. Issue found with the micro switch on the ladder bed. Waiting for one to come in.
  - a. Chief Dean is working on this
6. New PPE coats are in
7. Task force one course is moving to 1/9 for the night part and 1/10 for the rest.
8. Purchasing a new forest hose.

**Requests:**

1. Move \$836.23 from App Repair to New Equipment to cover new gear

**Call Stats:**

1. Fire 100% answered
2. EMS 41% answered

**Total Hours:**

1. 70 hours

**New Engine Committee:**

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- The Mechanical Foam system was located in Rochester. We are trying to get the contact info for this department to see how it works and if they like it
  - This system is basically a hard-plumbed foam eductor, similar to what we currently have, with the difference being it is pre-plumbed with a foam cell
    - Functionality of the system is identical, removing the need for setting this up on scene
    - Cost: depends on mfg but this is little to no cost
  - The line can be used w/ or w/o foam
    - When foam is wanted, the valve is opened, allowing foam to be drawn into the line
    - Requires the lines to be flushed following use (no change from the current system)
- The Minoa rig meets many of our needs
  - At this time I've begun rewriting the spec to match their rig with a blend of our requirements.
    - LDH Hose load
    - 3" in hose bed
    - Etc
    - Approach angle
    - etc
  - As I finish sections of the spec we will meet to review and ensure it is accurate and aligns with expectations
- **This is a lengthy process as** every line and sentence from the E29-1 spec needs to be reviewed and rewritten, and then reviewed again at the committee level

**COMPANY:**

1. J. McGraw has resigned
2. Election dinner and elections will be held on Dec 6<sup>th</sup>

**GUESTS:** None

**OLD BUSINESS:**

1. Motion was made by Heide, second by Sainclair to approve the cancer roster for 2026. All Commissioners voted in favor and the motion passed unanimously.
2. Motion was made by Griffith, second by Sainclair to adopt the enhanced plan of cancer coverage at a cost of \$4,888.55. All Commissioners voted in favor and the motion passed unanimously.
3. Discussion was held on giving NDI a fob for an employee and allow storage of some supplies. It was decided not to allow supplies to be stored in the station as we have never allowed any previous vendors to do this. Therefore, this includes not issuing a fob for the employee.
4. The Treasurer discussed updating the Credit Card policy re: rewards programs. Motion was made by Griffith, second by Heide to approve the update to the policy. All Commissioners voted in favor and the motion passed unanimously.

**NEW BUSINESS:**

1. Motion was made by Griffith, second by Heide to allow the Treasurer to make a transfer decreasing the Apparatus Repair budget line by \$1,000 and increasing the new

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equipment budget line by \$1,000. All Commissioners voted in favor and the motion passed unanimously.

2. Motion was made by Griffith, second by Heide to transfer \$100 from the general fund into NBT Account 3; to transfer \$100 from the general fund into NBT Account 2; and to transfer \$100 from the general fund into the NBT Grant Reserve. All Commissioners voted in favor and the motion passed unanimously.
3. Motion was made by Griffith, second by Heide to approve training for M. Travis who will be taking Fire Officer 1 class in Cortland County from 1/26/26 to 2/5/2026. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Griffith, second by Sainclair to all the Task force training to be held at the station on January 9<sup>th</sup>. All Commissioners voted in favor and the motion passed unanimously.
5. Motion was made by Griffith, second by Sainclair to all the Battalion Chief's meeting to be held at our station on February 12<sup>th</sup>. All Commissioners voted in favor and the motion passed unanimously.

**Applications:**

Motion made by Heide, second by Sainclair to accept the application of Davis Morais. All Commissioners voted in favor and the motion passed unanimously.

Motion made by Reed, second by Griffith to enter executive session to discuss personnel issue at 8:03 pm

Regular session resumed at 9:32 pm

Board will continue looking into the matter that was brought up.

Motion was made by Davis, second by Sainclair to adjourn the meeting at 9:33 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  
2025**



**Bureau of Fire Prevention  
Monthly Incident Report  
Oct-25**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	13		Endicott		
E.M.S.	22		Endwell		
Error			Vestal		
<b>Totals</b>	<b>35</b>		West Endicott		
"On Duty"	0		Union Center	1 (1)	2 (2)
			Maine	3 (3)	2 (2)
			Newark Valley	1	
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
cc Board of Fire Commissioners			Whitney Point		
cc Chief			Apalachin		
			Silver Lake (PA)		
			Johnson City		

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

\*BGM Airport