

West Corners Fire District
Regular Meeting Minutes – July 16, 2025

Attending:

Commissioner Reed
Commissioner Davis
Commissioner Heide
Commissioner Griffith

Guests:

M. Schroedel, Treasurer
B. Homa, Secretary
M. Loveland, Chief

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

Motion was made by Heide, second by Davis to accept the minutes from the Regular Meeting held on June 18, 2025. All Commissioners voted in favor and the motion passed unanimously.

Communications:

1. Mileage ace report for June
2. Financial reports for June
3. Fire District Affairs June/July
4. Ehrlich vegetation report
5. NYS Dept of Health certificate to dispense glucose
6. Email from Broome County – Small Community Grant Agreement
7. Application L. Alimonti - aux
8. Notice of insurance policy renewal including auto and umbrella liability occurrence
9. Copy of 2% check issued to the company
10. Copy of refund check from Grainger
11. Station use form for the Ice Cream Social
12. Listing from the Chief of items removed from service
13. Stipend schedule
14. Penflex sent sample point system for LOSAP

Treasurer's Report: Balances as of June 30, 2025

NBT Payroll Account	\$ 4,627.64
NBT Operating	\$ 10,361.51
NBT Repair Reserve Fund	\$ 45,117.87
NBT Account 2	\$ 11,354.15
NBT Grant Reserve	\$ 12,821.59
NBT Fire App Equip Reserve	\$ 389,187.10
NBT Building Reserve	\$ 529,176.53
NBT Fire Apparatus Acct 2	\$ 89,828.94
NBT Account 3	\$ 9,268.22
NBT Fire App/Equip Acct 3	\$ 209,579.06
NBT General Fund	\$ 354,885.09
M&T Operating	\$ 928.87
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	\$ 1,667,136.57

- Bank statements and miscellaneous reports sent to the Board
- Old Business: Form CA 9-454AA received from Broome County.
Motion: Byron to sign the form and for the form to be sent back to the county
- Old Business: Fresh W9 filed with the county for the grant.

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- Proposed change to the procurement policy to specify that deviations will be documented. **Motion:** To approve Procurement Policy revision
- Credit card for the Chief applied for; has been received
- Old Business: Add all department officers to M365? If yes then
Motion: Direct TCS to add officers to M365
- Old Business: Environmental and Historic Preservation Screening Form files for our FEMA grant application. Review will begin the week of 7/21
- 2% money (\$9,893.33) received and forwarded to the company
- Need motion to schedule budget work session
- Haun will be transferring from monthly rental to yearly leasing

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

Motion was made by Heide, second by Davis to pay all the bills, check numbers 1653 to 1681. All Commissioners voted in favor and the motion passed unanimously.

Training:

1. Alex Kase- Principles of Instruction - Owego, starting on 9/4/25
2. Matt Travis- Principles of Instruction - Owego starting on 9/4/25
3. Marc Loveland- NYS Rope Rescue Technician- Genesee County Fire Training Center weekends of 8/2-3/25 and 8/9-10/25. The hotel costs \$989.02
4. Marc Loveland- CMC Rope Rescue Technician I/II School - Lancaster Public Safety Training Center, Manheim, PA, starting on 10/6/25. The hotel costs \$713.89

Committee Reports:

1. Spoke with the sign repair man to see if they could disconnect the broken side of the sign and if it is possible he will do it.
2. LOSAP meeting to be held in September
3. Two members are behind on their physicals and have had their gear pulled. Both have been contacted to get physicals updated and both have appointments. A third individual needs to have a test, however he doesn't have a primary care physician. Our policy states we will pay for an appointment, but not the testing. The individual is going to have to be contacted to find out his plans. He will be contacted by Chairman Reed.
4. Fire Company application update was discussed. Criminal history conviction questions will be taken out of the application. Arson/Sex offense check is required by NYS. Suggested to have the application include the form that is to be sent to the County for the Arson/Sex offense.

Fire Prevention: See attached report from June

CHIEF:

1. All Minter 3, 4, and 5 have been removed from the database
 - a. A list of Serial numbers has been given to the Secretary.
2. Gear has been removed from the training building and taken off the database
3. Rig PM's started on 7/14/25
 - a. Started with 29-1; may have a bad battery
4. Cars were removed from the back lot
 - a. Chiefs were advised that cars cannot be left outside of the gate anymore
 - b. Working on logistics to make sure we keep people safe

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5. Knox Box - Jack Singer
 - a. 29-1 completed
 - b. EMS 29 completed
 - c. Will start training and programming everyone within the next month
6. District stipend for training – list submitted to the board
7. Kyle Rogers - Has been promoted to Interior Firefighter as of 7/15/25. The department has a total of 15 interior firefighters.
8. Thinking about re-doing the fire prevention form
9. Glucose certificate has been posted

Requests:

1. All officers have email and Office 365 (need to add Kase and C Loveland)
2. FAST Board with training for the FAST Rescue Solutions \$2,995.00

New Engine Committee:

1. Will be taping all the tools and equipment to see which they feel should be moved over to the new rig.
2. B. Haight will be setting up vendors to meet over the month or so
3. The next meeting will be scheduled shortly.
4. Have requested a monthly meeting

COMPANY:

1. Ice Cream Social to be held on August 21st

GUESTS: None

OLD BUSINESS:

1. Motion made by Griffith, second by Heide to sign the Small Community Grant Agreement and return to the County. All Commissioners voted in favor and the motion passed unanimously.
2. Motion made by Heide, second by Griffith to accept the updated Procurement Policy. All Commissioners voted in favor and the motion passed unanimously.
3. Motion made by Griffith, second by Heide to adopt the local Stipend Policy. All Commissioners voted in favor and the motion passed unanimously.
4. Motion made by Griffith, second by Heide to accept the Chief's list of classes eligible to receive a stipend in 2025. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Heide second by Griffith to adopt the updated medical policy. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Heide, second by Davis to allow the company to have a bottle shed in the southwest end of the parking lot provided the entry way is not impacted and that the District will have no investment in this project. All responsibility falls to the company. All Commissioners voted in favor and the motion passed unanimously.

NEW BUSINESS:

1. Motion was made by Heide second by Davis to approve the training request for A. Kase & M. Travis to attend Principles of Instruction class in Owego beginning September 4th. All Commissioners voted in favor and the motion passed unanimously.

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2. Motion was made by Griffith, second by Davis to allow the Chief to attend the NYS Rope Technician class weekends of 8/2-3/25 and 8/9-10/25 with money coming from his budget and to use Chief vehicle for his transportation. Motion passed with the following vote:
Aye: Griffith, Davis, Reed No: Heide
3. Motion was made by Griffith, second by Davis to allow the Chief to attend the CMC Rope Rescue Technician I/II School at the Lancaster Public Safety Training Center, Manheim, PA, starting on 10/6/25 with money coming from his budget and to use Chief vehicle for his transportation. Motion did not pass with the following vote:
Yes: Griffith, Davis No: Heide, Reed
4. Motion was made by Heide, second by Griffith to allow the company to use the station for the Ice Cream Social on August 21st. All Commissioners voted in favor and the motion passed unanimously.
5. Motion made by Heide, second by Griffith to schedule a budget workshop on Aug 6th at 6 pm. All Commissioners voted in favor and the motion passed unanimously.
6. Motion made by Griffith, second by Davis to include all the Department officers in Microsoft 365. This would mean adding 2 more persons to our subscription at \$6 per month. All Commissioners voted in favor and the motion passed unanimously.
7. Motion made by Griffith, second by Heide to purchase the FAST board with training for the FAST Rescue Solutions at a cost of \$2,995.00. FAST Rescue Solutions is the only source of this system. All Commissioners voted in favor and the motion passed unanimously.

Applications: The application of Laurie Alimonti, applicant for the Auxiliary, was read. Motion made by Heide, second by Griffith to accept this application as read. All Commissioners voted in favor and the motion passed unanimously.

Motion was made by Heide, second by Davis to adjourn the meeting at 9:11 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
Jun-25**

Alarm Types	# of Alarms	Alarm Hours	Mutual Aid	Given	Received
Fire	13		Endicott		
E.M.S.	41		Endwell		
Error			Vestal		
Totals	54		West Endicott	2 (2)	
			Union Center		3 (3)
"On Duty"	0		Maine	1 (1)	3 (3)
			Newark Valley		
			Owego		
			Campville		
			Berkshire		
			East Maine		
NFIRS submitted			Glen Aubrey		
			Whitney Point		
cc Board of Fire Commissioners			Apalachin		
cc Chief			Silver Lake (PA)		
			Johnson City		

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