

**CALEDONIA FIRE DISTRICT**  
**December 12, 2017**

**MINUTES**

Present: Fire Commissioners Jim Dutton, Jeff Deragon, Ron Beach, Jr. and Don Cook

Excused: Mark Schroeder

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Mike Beavers, Tom Harrington and Steve Minges

The meeting was called to order by Chairman Jim Dutton at 6:30 p.m. All present participated in the Pledge of Allegiance.

The Chief introduced new Fire Department member, Steve Minges to the Board of Commissioners. Mr. Dutton welcomed him. Steve left immediately following the introductions.

Mr. Deragon made motion, seconded by Mr. Beach and all approved to accept the November meeting minutes.

IT IS HEREBY RESOLVED, on motion of Commissioner Deragon, seconded by Commissioner Cook, that applicant James Finch be approved for membership in the Caledonia Fire Department with a D status, subject to a satisfactory arson/sex offense background check, membership approval of the Fire Department, his completion of the oath of membership and the six- month probationary requirements of the Caledonia Fire Department. On the roll call the vote was as follows:

Dutton: Aye  
Beach: Aye  
Cook: Aye  
Deragon: Aye  
Schroeder: Aye

**Chief Churchill's Report:**

- Chief Churchill presented the Truck fuel log for November.
- The November Fire Report was not available. All computer issues are now resolved and data in the system is in the process of being updated for the months of September, October and November.

- Mr. Beach made a motion, seconded by Mr. Deragon and all approved the purchase of five sets of gear from Municipal Emergency Services at a cost of \$13,610.70 to be paid in February with funds from the 2018 budget.
- Mr. Deragon made a motion, seconded by Mr. Cook and all approved the purchase of five portable radios that are compatible with Genesee County in the amount of \$11,110.67 to be paid in February with funds from the 2018 budget.
- Mr. Deragon made a motion, seconded by Mr. Beach and all approved moving to Executive Session at 6:45 pm.
- Mr. Deragon made a motion, seconded by Mr. Beach and all approved leaving Executive Session at 6:51 pm.
- The new security system router has been installed in the radio room. There are issues pending with Time Warner and the interface.
- In Mr. Schroeder's absence, the Chief presented the following three -year contract quotes from Cummins Northeast to maintain the generator:
  - Annual Maintenance Only
    - Year #1 - \$827.58
    - Year #2 - \$872.55
    - Year #3 - \$894.33
  - Annual maintenance plus load bank test - \$3,086.49.
- Mr. Dutton will also provide the Kinsley maintenance quotes for the generator for discussion and comparison at the January meeting.
- A new air pack bottle was damaged at a Livingston County training session. The County will reimburse the District for the equipment.
- A motion was made by Mr. Deragon and seconded by Mr. Beach; all approved the J.W. Jones Hall fundraiser activities as listed below with all active fire fighters eligible to participate.

December

- 3 -Celebration of Life- Front room
- 8 – Foodlink – Both rooms
- 10 – Desert Party – Back room
- 16 – Birthday Party – Back room
- 18 – School Testing - Front room
- 19 – Christmas Party – Back room

- Tom Harrington from MES joined the meeting at 7:30 briefly to discuss moisture barrier standards in the present turn out gear.

**Fire Commissioner’s Reports**

- Mr. Dutton commended the Chief and Deputy Chief Ayers for the outstanding work at the recent fires. He requested his appreciation be passed on to all firefighters and Explorers.
- Mr. Dutton reported the Cedar Creek Fire Department in Greenville, Tennessee is interested in receiving the donation of the District’s used air packs.
- Mr. Deragon made a motion, seconded by Mr. Beach and all approved donating 25 used air packs, bottles and masks to the Cedar Creek Fire Department and authorizing Mr. Dutton to send a hold harmless letter, noting the terms of the donation. The Cedar Creek Department must counter-signed the letter at the time they pick up the air packs.
- Mr. Dutton noted Avon uses a monitor in the Fire Hall to view Dispatch information. A brief discussion was held regarding the possible installation of a monitor at the Caledonia Fire Hall.
- Mr. Deragon made a motion, seconded by Mr. Beach and all approved the following distribution of the excess fund balances:

<b>Description</b>	<b>NYS Uniform System of Accounts</b>	<b>Amount</b>
Operating Expenses for January and February		\$13,678.38
Accident & Health Insurance Premium	A-3410-461	1,800
Fire Equipment (Air Packs)	A-3410.21	5,000
Fire Equipment (Security System)	A-3410.21	10,000
Fire Equipment (Laptop)	A-3410.21	975
Training (Fire Commissioner)	A-3410.421	125
Equipment Reserve	A-9960.9	22,000
<b>Total</b>		<b>\$53,453.38</b>

- Mr. Dutton thanked Mr. Deragon for his service on the Board for the past five years.

### **Secretary Treasurer's Report**

- Mr. Beach obtained data storage pricing from Carbonite at \$60 per computer per year. Seth Graham stated Microsoft Office 365 offers one free terabyte of storage.
- Sue will contact Seth Graham for pricing on a new laptop for the radio room, including moving the data over from the old computer and setting up three other computers/laptops with the Microsoft data storage.
- The NYS Comptroller's office requested a meeting to review the District's compliance with the tax cap legislation. They were on site at the fire hall and obtained copies of the 2017 and 2018 budget and the check stub proving receipt of 2017 tax monies. There were no issues.
- Mr. Deragon made a motion, Mr. Cook seconded, and all approved the Treasurer's Report and payment of vouchers #174- 187 totaling \$43,989.29.
- Mr. Deragon made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 7:50 p.m.

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer