

CALEDONIA FIRE DISTRICT
February 13, 2018

MINUTES

Present: Fire Commissioners Jim Dutton, Ron Beach, Jr., Don Cook, Mark Schroeder and Mike Beavers

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief Jeff Ayers and Bob Jake with Explorers

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

Mr. Beavers made motion, seconded by Mr. Cook and all approved to accept the January meeting minutes with the following amendments:

Page 6; 5th bullet – Generator maintenance motion with quotes: The proposed Kinsley three- year contract would provide for one annual maintenance call per year for a total of \$795 or two annual maintenance calls per year for a total of \$2,070. The proposed Cummins three year contract would provide for annual inspections and full service for a total of \$3,086.49, but included a bank test, which the Kinsley quote did not.

The Explorers would like to purchase T shirts and polo shirts for parades and other functions. Pricing was obtained from JB Sportswear for 6 polos at \$30 each and 12 T shirts at \$6 each for a total price of \$252. It was also noted the Explorers’ will host a recruitment meeting held at CMCS on February 26.

Mr. Cook made a motion, seconded by Mr. Schroeder and all approved the Explorers purchase of six polo shirts and 12 T- shirts from JB Sportswear at a cost not to exceed \$252. Mr. Beach abstained from the vote.

WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicant Evan Hands, residing at 3040 Main Street, Caledonia, NY within the territorial boundaries of the Caledonia Fire District/area protected and

WHEREAS, the Board has been further informed that the applicant has been cleared for membership based upon the successful completion of the arson/sex offense records check performed in accordance with Executive Law Section 837-o;

IT IS HEREBY RESOLVED, on motion of Commissioner Schroeder, seconded by Commissioner Beavers, that applicant Evan Hands be approved for membership in the Caledonia Fire Department with a D status, subject to his completion of the oath of

membership and subject to the six- month probationary requirements of the Caledonia Fire Department. On the roll call the vote was as follows:

Dutton: Aye

Beach: Aye

Beavers: Aye

Cook: Aye

Schroeder: Aye

Chief Churchill's Report:

- Chief Churchill presented the Truck Fuel Log for January 2018 and the Fire Reports for September 2017 and January 2018. The October, November and December 2017 Fire Reports are in the process of being completed but have been delayed due to Livingston County's report system crash.
- Mr. Cook made a motion, seconded by Mr. Beavers and all approved the Fire Reports for September 2017 and January 2018.
- A Handicap Evacuation Drill will be held at the school on February 26 to complete the CSE requirements.
- Mr. Beach made a motion, seconded by Mr. Cook and all approved the purchase of the following office supplies not to exceed \$305:
 - 15 – 1- inch red binders
 - 8 packs of sheet protectors (200 sheets total)
 - 3 staplers
 - 2 dozen Sharpie markers
 - Toner for the copier.
- First aid bags for #116, 119 and 114 and the three Chiefs vehicles was obtained from Cintas for approximately \$1,000. Chief Churchill will obtain an additional quote.
- Mr. Beach made a motion, seconded by Mr. Cook and all approved the purchase of a desalting system from Krown Rust Protection in the amount of \$135.
- Chief Churchville provided an update on the following items from previous meetings:
 - New gas meter - has been put into service.
 - Missing radio - has not been located and has been turned off. An insurance claim will be opened. The Chief will provide Sue with a description of the radio.
 - Security System - should be completed by this Thursday.
 - Damaged SCBA air bottle –Chief will contact Kevin Niedermaier from Livingston County EMS to determine progress on replacement.
 - Thermal imaging camera – on back order.

- Monroe County Radio (#119) – Radio was fixed internally
 - 2018 Training – The training is in progress with a schedule posted. The contract calls for three classes by Todd Smith, if the District would like a fourth, the cost is an additional \$100. A “Train the Trainer” class will be offered in April on Saturday and Sunday to be determined.
- Mr. Schroeder made a motion, seconded by Mr. Beach and all approved the purchase of six blast masks in the amount of \$91.50 each, not to exceed SCBA line item in the 2018 budget.
- A discussion was held regarding the purchase of white turnout gear coats for the Chief and Deputy Chiefs. Estimated cost is \$1,455. The coats will not be purchased at this time.
- Mr. Dutton made a motion seconded by Mr. Beavers and all approved the purchase of new front tires for #116 under state bid. Chief to provide pricing at March meeting.

Fire Commissioner’s Reports

- Mr. Dutton noted Dave Boyce from Tompkins Insurance will be attending the March meeting. It may be appropriate to discuss the GAP coverage insurance for fire fighters with cancer to determine what may be available.
- Mr. Dutton suggested the Commissioners review the Sexual Harassment Policy found in the recent Fire District Affairs Newsletter. The District may want to consider adopting one.
- Mr. Dutton stated the District is required by PESH to adopt an Organizational Statement for the training program. He does have a statement the District could review for possible use.
- Mr. Dutton stated Annie Chewieko, from Senator Gallivan’s office will attend the March meeting.
- Mr. Dutton reported the new laptop for the radio room is set up and information from the county is being transferred. Kaspersky anti-virus has been installed on all District computers. It was noted that any information stored on the Cloud was able to be accessed by all the District’s computers. Due to sensitive information being stored on the Secretary/Treasurer’s laptop, it was determined to be in the best interest of the District to only have the Secretary/Treasurer’s laptop data stored on the Cloud. It will be necessary to have external hard disk drives for the other laptops.
- Mr. Beavers made a motion, seconded by Mr. Schroeder and all approved the purchase of two external hard disk drives from Seth Graham at a cost of \$120.

- Mr. Schroeder made a motion, seconded by Mr. Cook and all approved Mr. Dutton signing the Interagency Agreement with Genesee County, permitting the District to use the County of Genesee's radio system for public safety and public service radio communication.
- Mr. Beavers reported Ray Di Raddo will conduct the annual Fire District's Association training in Elba on May 5. The cost is \$30 per person. Please let Sue know at the March meeting if you are interest in attending.
- Mr. Beavers discussed the NYS Emergency Revolving Fund. Monies can be borrowed at a rate of 2% for many purposes such as apparatus, protection equipment, communication equipment or rehab fire equipment.
- Mr. Beavers provided a summary of the recent meeting of the LongTerm Planning Committee. Discussions were held on the refurbishment of #116 and purchase of a new pumper.
- Mr. Beach inquired if the old gear racks and tires (#115) at Feeley Hall had been sent to the Auction. Mr. Beach made a motion, seconded by Mr. Cook and all approved declaring the tires and gear racks surplus and authorized them to be taken to the Teitsworth Auction in May.

Secretary Treasurer's Report

- The NYS Comptroller's Report has been filed.
- Mr. Beach made a motion, seconded by Mr. Schroeder and all approved the Treasurer's Report and payment of vouchers #11-28 totaling \$40,007.07.
- Mr. Schroeder made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 8:05 p.m.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer