

CALEDONIA FIRE DISTRICT
August 8, 2018

MINUTES

Present: Fire Commissioners Jim Dutton, Don Cook, and Mike Beavers

Excused: Fire Commissioners Ron Beach, Jr. and Mark Schroeder

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill

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 July meeting minutes.

Chief Churchill's Report:

- Chief Churchill presented the following reports:
 - April, May and June Fire Reports
 - July Truck Fuel Log
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the Fire Report for April, May and June .
- The July Fire Report will be presented at the September meeting.
- Maintenance:
 - #118 - Turbo acutator valve was replaced. \$100 service warranty charge will be invoiced to the District.
 - #119 – Ignition switch was repaired
 - C-11 – Lettering was redone under warranty.
- The annual hose testing was completed. Hoses needing replacement are 3 – 5 inch, 1 – 3 inch and one nozzle. The Chief will obtain pricing for their replacement.
- Data Demon is installed and working well.
- The security cameras have been installed and working fine.

- A motion was made by Mr. Dutton, seconded by Mr. Cook and all approved the J.W. Jones Hall fundraiser activities as listed below with all active fire fighters eligible to participate.

August

3 – Graduation Party (Backroom)

11 – Party (Backroom)

17 – Party (Both rooms)

23 – Fire Police

24 – Party (Front Room)

Fire Commissioner’s Reports

- Mr. Dutton stated the Fire Police would like to purchase ten raincoats with lettering, two flex safe barricades and four arrow signs. The coats have been priced at \$36.25 each from Churchville and \$95.99 each from Uniform Express. The flex barricades are \$299 each and the arrow signs are \$20 each.
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the purchase of ten raincoats with lettering from Churchville, four arrow signs and two flex safe barricades not to exceed \$1,050.
- Mr. Cook made a motion, seconded by Mr. Beavers and all approved sending up to seven members of the Fire Police to annual training being held in Brockport this October at a cost of \$25 each.
- Mr. Dutton made a motion, seconded by Mr. Beavers and all approved rescheduling the next meeting from September 12 to September 5 and authorizing the change published in the legal notices of the Livingston County News .
- Mr. Beavers inquired if there was any update regarding the portable radio theft. The Chief stated the District had not received any communication from law enforcement.
- Mr. Dutton, Mr. Beavers and Sue attended a seminar on the requirements of the NYS Volunteer Firefighter GAP Coverage Cancer Disability Benefits Act. Mr. Dutton and Mr. Beavers provided a summary of the information that was covered at the training.
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved to subscribe to NFPA at the ENGAGE level for one year at a cost of \$175. The subscription will be placed in Chief Churchill’s name.
- Mr. Dutton commented the District will need to purchase surge protectors and hire an electrician to install an electric box in the radio room and club room. Additionally, for BYRX, the screen will require blue cable and brackets.

- Mr. Dutton reported the computer in the radio room is up and running, Deputy Chief Ayers laptop had issues that were resolved by Seth Graham.
- Mr. Dutton inquired on the status of the missing pump. Chief Churchill stated it has not been found but the District is still trying to locate it.
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved entering Executive session at 7:32 pm.
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved leaving Executive Session at 7:52 pm.
- Mr. Dutton requested letters be sent to ADI and Firehouse software to inform the companies the District will not require their services. Sue will follow up.

Secretary Treasurer's Report

- The District's credit card may have been compromised and was cancelled this weekend. Deputy Chief Ayers was approved to use the card (see July minutes) at the Empire Farm Days this week to purchase a DeWalt tool set. As a payment alternative, the Deputy Chief was provided with check #5013 and an authorization letter from Mr. Dutton for the purchase of the tool set and stating the check was not valid over \$1,400.
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved Deputy Chief Ayers purchase of a DeWalt tool set using check #5013, not to exceed \$1,400, prior to the customary approval of the voucher and invoice.
- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the purchase of one box of manila file folders, a color printer cartridge for the Secretary/ Treasurer's printer and use of the District's credit cards for payment of the items.
- The Walmart credit card was inadvertently overpaid by five cents and the company issued a check in that amount to correct the error.
- Seth Graham confirmed our annual service contract with Hurricane Technologies is no longer needed. The Kaspersky product will take care of any anti -virus protection for the District.
- The preliminary results of the 2017 Audit are ready and will be discussed with Tom Lauffer at the Fire Hall on Wednesday, August 15 at 6 pm.
- Mr. Beavers made a motion, Mr. Cook seconded, and all approved the Treasurer's Report and payment of vouchers #125-133 totaling \$8,429.67.

- Mr. Beavers 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