

**CALEDONIA FIRE DISTRICT
October 16, 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 and Deputy Chief Jeff Ayers

The public hearing for the proposed 2019 budget was called to order by Chairman Jim Dutton at 6:35 pm. All present participated in the Pledge of Allegiance.

**CALEDONIA FIRE DISTRICT
BUDGET HEARING AND PROCESS**

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC HEARING ON BUDGET

I THE CHAIRMAN READS THE FOLLOWING NOTICE:

1. This is the public hearing regarding the 2019 proposed budget. In accordance with New York State Town Law, all Fire Districts must, prior to the adoption of their budget, hold a public hearing on their budget. Their budget hearing must be held in such a manner to maximize participation in the budget process. The purpose of this hearing is to discuss the contents of the budget. The Board of Fire Commissioners in accordance with legal requirements has adopted their proposed budget on the 18th day of September 2018.
2. The Secretary of the Fire District has filed with this District an affidavit
 - i. Stating the public notice of this public hearing was published or posted at least once at least five (5) days before the date specified for the hearing in
 1. The Official Newspaper of the Fire District.
 2. The Official signboards of the Town of Caledonia
 3. On the Fire District website
 4. On the Town of Caledonia website
3. The Notice of Public Hearing specified the time and date when and the place where this Public Hearing would be held.
4. The Fire District Secretary also made available for inspection, at least five days before the public hearing, by any interested person during the Town of Caledonia Clerk's hours copies of the proposed budget.

5. The purpose of this public hearing is to allow members of the public to make comments on the budget. Any person may be heard in favor of, or against, the preliminary budget or any item in it. Please note that this is only a proposed budget until the Board of Fire Commissioners adopts the final budget.
6. Prior to the public comment portion of this budget hearing, we will hear from the Fire District Treasurer who will make a brief presentation about the preliminary budget to the Board of Fire Commissioners and members of the public who are present. The Fire District Treasurer will be asked to submit the proposed budget to the Board of Fire Commissioners and members of the public who are here this evening.

ii THE TREASURER PRESENTS THE PROPOSED BUDGET

- a. During this period the Treasurer should make a brief summary of the proposed budget.
- b. The Treasurer should not answer specific questions during this time so not to make this a question and answer session.

iii THE CHAIRMAN NOW STATES

The public comment period begins. I will now ask any person(s) present wishing to be heard on this proposed budget in favor of, or against, the proposed budget or any item in it to please raise your hand. I request that if you wish to address the Board on the proposed budget. When recognized, please state your name and address for the record. Please limit your comments to five (5) minutes. Please direct all your questions to the Board or the Treasurer. This is not a question and answer session. Your question will not be answered when asked. The Board is looking for your opinion on the budget or any part of it, whether favorable or not. Please tell us what you are in favor of regarding this budget or what you are against. You may ask questions, but this Board and the treasurer will not answer any questions, until the conclusion of the public comment period.

- c. No comments were made by the guests.

iv CONCLUSION OF THE PUBLIC COMMENT PORTION OF THE HEARING

- a. The Chairman now states: "The public comments period this annual budget hearing has now concluded. The Board of Fire Commissioners is now allowed to ask questions.

i The members of the Board of Fire Commissioners now ask questions.

ii The Treasurer or the Chairman, if able to do so, address the issues raised during the public comments period.

At 6:40 pm the regular meeting was opened.

Mr. Dutton noted the Chief's Budget had been left as presented with the exception of the purchase of 2019 Chevy Tahoe. The Tahoe was removed from the 2019 Budget. \$5,000 for miscellaneous equipment and \$10,000 for cancer benefit coverage was added.

Mr. Beach was delayed and arrived at 7:10 pm.

The budget hearing was held open while the regular meeting was running concurrently. Mr. Beach made a motion, seconded by Mr. Cook and all approved closing the budget hearing at 7:15 pm. No comments from the public were received during the hearing.

Mr. Beavers made a motion, seconded by Mr. Beach and all approved passing the 2019 Caledonia Fire District Budget as presented.

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

Page 3; Fire Commissioners Report Bullet #1 – An electric submersible pump was missing not a radio.

Page3; Fire Commissioners Report Bullet #5 – Mr. Schroeder was not in support of suspending the fire fighter’s driving privileges.

WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicant Christopher Horn, residing at 27 Birch Lane, Caledonia, NY and Jennifer Brandes residing at 158 North St., Caledonia NY within the territorial boundaries of the Caledonia Fire District/area protected and

WHEREAS, the Board has been further informed that the applicants have 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 Beavers, seconded by Commissioner Schroeder, that applicant Christopher Horn and Jennifer Brandes be approved for membership in the Caledonia Fire Department with a D status, subject to her 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

Mr. Beavers made a motion seconded by Mr. Schroeder and all approved removing Brandon Hogle from active membership due to lack of participation.

Mr. Schroeder made a motion seconded by Mr. Cook and all approved removing Bill Reid from active membership due to his passing.

Chief Churchill’s Report:

- Chief Churchill presented the following reports:
 - September Fire Reports
 - September Truck Fuel Log

- Mr. Cook made a motion, seconded by Mr. Beavers and all approved the Fire Report for September.
- A motion was made by Mr. Beavers and seconded by Mr. Schroeder; all approved the J.W. Jones Hall fundraiser activities as listed below with all active fire fighters eligible to participate.

October

- 6 – Gun raffle (Front room)
- 10 - School testing (Front room)
- 12 - Foodlink (Both rooms)
- 13 – Wedding (Front room)
- 13 - Birthday Party (Back room)
- 20 – Wedding (Front room)
- 27 – Shower (Front room)
- 27 – 1st Birthday Party (Back room)

November

- 3 – Peddlers Market (Both rooms)
- 6 – Election party (Back room)
- 9 – Foodlink (Both rooms)
- 10 – Ring in the Holidays (Both rooms)
- 11 - Youth Football Banquet (Front room)
- 24 – Benefit (Front room)

- Maintenance
 - #116 – at Caledonia Diesel for possible head gasket repair
 - #118 – at Churchill next week for annual maintenance
- It may be necessary to delay the annual maintenance for #118. Area ladder trucks are not in operation in LeRoy and Bergen. We are on first call for LeRoy.
- Mr. Schroeder made a motion, seconded by Mr. Cook and all approved sending 13 fire fighters to extrication training hosted by First Out Rescue at a cost not to exceed \$650. Training will be held in November and Scottsville and Mumford will also attend. Total cost is \$1,900, to be split between the three Fire Districts.
- Background checks were returned for Christopher Horn, Jennifer Brandes, Anthony Criscuoli and John Keller. A letter of recommendation was also received for John from Avon Fire Department.
- PJ's Auto Parts has donated 16 cars for use during drills. They are requesting a letter noting the donation and a certificate of insurance from the District. Mr. Beavers will contact PJ's to determine value of cars. Sue will provide donation letter and proof of insurance to them.

- The TV in the truck room is up and running but is not communicating with the computer for BRYX. Deputy Chief Ayers will try to determine the issue and resolve it. If he can't Seth Graham will be contacted.
- It was noted Mike Lubitow donated a 32" TV to the District. Sue will write a thank you letter.
- The District will fill in with #114 for Churchill on November 4 from 7-12.
- John Murray was hurt two weeks ago during a drill and an Injury and Incident Report will be filed. A Worker's Comp form for POMCO will also have to be completed. Sue will provide POMCO form to Chief.
- The new hose has not been delivered yet.

Fire Commissioner's Reports

- Mr. Dutton noted when the District is preparing its budget for the next year, the state allows it to take advantage of any carryover from prior years. A carryover occurs when a budget was not passed for the maximum allowable amount.
- Mr. Dutton stated Todd Smith has offered to update the District's Sexual Harassment Policy to be in compliance with New York State requirements. Todd anticipates it will be ready for the Board to review at the December meeting.
- Mr. Dutton suggested an electrician be contacted to install ceiling outlets in the club room and radio room and surge protectors for the cameras and TV.
- Mr. Dutton noted the annual Fire Commissioner election will be held on Tuesday, December 11.
- Mr. Dutton informed the Board, Mr. Beavers had agreed to lead the Long - Term Planning Committee. It is anticipated the committee will meet in the near future.
- Mr. Beavers suggested when #116 is at Churchville for annual maintenance have them estimate the value of the truck to determine if it is in the best interest of the District to refurbish it.

Secretary Treasurer's Report

- Mr. Cook made a motion, seconded by Mr. Schroeder and all approved the purchase of 250 checks and envelopes from Intuit at a cost of \$250, a roll of stamps at \$50 and the annual renewal of Microsoft Office at a cost of \$108.
- Mr. Cook made a motion, Mr. Beavers seconded, and all approved the Treasurer's Report and payment of vouchers #151 - 168 totaling \$12,574.09.

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 7:24 p.m.

Respectfully submitted

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Susan J. Carson, Secretary/Treasurer