

CALEDONIA FIRE DISTRICT

January 6, 2021

MINUTES

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

Others Present: Secretary/Treasurer Sue Carson, Chief RJ Kantowski, and Deputy Chief John Murray.

The 2021 Organizational Meeting was called to order by Secretary Sue Carson at 6:30 p.m. All present participated in the Pledge of Allegiance.

Motion # 001-2021

Mr. Beavers made a motion, Mr. Beach seconded it, and all approved the nomination of Jim Dutton as Chairman for 2021.

Motion #002-2021

Mr. Beach made a motion, seconded by Mr. Cook and all approved the nomination of Mike Beavers as co- chairman.

The following department officers were sworn in by Co - Chairman Beavers:

Chief RJ Kantowski
Deputy Chief John Murray
Deputy Chief Mike Churchill
Captain Mike Knutowicz
Captain Andrew Carpino
Lieutenant Nicholas Mesiti
Lieutenant Sam D'Agostino
Lieutenant Bob Jake
President and Treasurer Anthony J. DeMarco
Secretary Jim Dutton
Fire Police Captain Tom Hayes

After the swearing in, the regular monthly meeting resumed.

Motion #003-2021

Mr. Beavers made a motion, seconded by Mr. Beach and all approved the appointment of Sue Carson as Secretary/Treasurer for 2021 at a rate of \$15,383 annually and further stated the secretary shall have custody of the records of the Caledonia Fire District and is also designated as Freedom of Information Officer of said District. The appointment of Sue Carson as Secretary/Treasurer is also dependent upon being approved by Tompkins Insurance for bonding.

Motion #004 – 2021

Mr. Beavers made a motion, seconded by Mr. Beach and all approved the appointment of Ray DiRaddo as Attorney for 2021.

Motion # 005 – 2021

Mr. Beavers made a motion, seconded by Mr. Cook and all approved the Livingston County News and the Genesee Valley Pennysaver as the official newspapers for 2021.

Motion #006 -2021

Mr. Beavers made a motion, seconded by Mr. Cook and all approved Five Star Bank and The Bank of Castile as official depositories of the District for 2021. The Treasurer is authorized to transfer monies between the financial institutions in the best interest of the District and is an authorized signer on the Districts depository accounts, including certificate of deposits.

Motion #007 -2021

Mr. Beavers made a motion, seconded by Mr. Beach and all approved the regular meeting date as the second Wednesday of each month at 6:30 p.m. at the Fire House with the exception of the October meeting which will be held on the 19th and the December meeting which will be held on the 14th; and the Secretary is authorized to publish meeting notice in official newspaper.

Mr. Dutton made the following appointments:

Authorize payment of bills as submitted by the Treasurer: Mr. Beavers and Mr. Beach are assigned as primary authorizers with other commissioners to authorize if they are absent.

Oversight of bank statements and their reconciliation: Mr. Cook

Chairman of Planning for the Future Committee: Mr. Beavers

Building Committee Members: Mr. Beach and Mr. Cook

Town Liaison: Mrs. Churchill

Village Liaison: Mr. Dutton

Motion #008 -2021

Mr. Beavers made a motion, seconded by Mr. Cook and all approved the appointment of RJ Kantowski as Chief and Mike Churchill and John Murray as Deputy Chiefs.

Motion #009 -2021

Mr. Beach made a motion, seconded by Mr. Beavers and all approved the December meeting minutes.

Mr. Dutton welcomed Meg Churchill as fire commissioner.

Mr. Dutton requested a thank you letter be sent to Mr. Schroeder for serving two 5 -year terms as fire commissioner.

Chief Kantowski's Report:

- Chief Kantowski presented the following reports:
 - November and December Fire Reports
 - Truck fuel log
 - Mutual Aid Given
 - Top responders
- Mr. Beach made a motion, seconded by Mr. Cook and all approved the Fire Reports for November and December 2020.
- #116 will be at Churchville to begin its rehab on January 18.
- The Chief noted Covid 19 vaccines for Livingston County are still in Phase 1a. Fire Departments fall within 1b and may begin to receive the vaccine by the end of January.

Motion #010-2021

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved the Explorers purchasing seven diamond quilt jackets at the total cost of \$387 from JB Sportwear and will be charged against the Contingency line. Mr. Beach abstained from the vote.

Motion #011-2021

- Mr. Beavers made a motion, seconded by Mr. Cook and all agreed to replace the sewer gas sensor on gas meter #002289 at a cost of \$125 and to replace the O2 sensor on gas meter #001836 at a cost of \$95.
- Deputy Chief Murray noted the following:
 - Gas meter #001678 turns on but does not go past warm up. He will obtain quotes to repair.
 - Four sets of turnout gear have been ordered from Morning Pride and pricing will reflect an increase of \$225 per set for 2021. 2022 will also see an increase to gear prices due to it being a new NFPA year.
 - Ready Rack stated the hose rack will be delayed due to the metal coming from China and is expected mid -January or the beginning of February but timing is still uncertain.

- Deputy Chief Churchill stated the tank for #113 has been obtained and he will contact Blum Brother for installation.

Motion #012-2021

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved paying the following expenses/purchases from the Contingency line:
 - generator repair expenses of \$642.54,
 - filter and pressure gauge test \$74.18,
 - #114 – repair auto eject \$448.50, seal replacement kit and parts cleaner \$493.50
 - #118 – replace faulty starter and install door shock \$1,141.89.
- Chief Churchill will get pricing on SCBA refill stations for the Commissioners review next month.
- Captain Carpino noted the winch has been installed for the hose rack.

Fire Commissioner’s Reports

Motion #013-2021

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved Cummins Northeast to maintain the generator and Mr. Dutton to sign the three- year agreement, at a cost of \$3,170 with annual payments of approximately \$1,057.

Motion #014-2021

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the purchase of two female (\$25.46) and two male (\$11.63) banjo fittings for the portable pond drain.
- Mr. Dutton suggested the District may want to consider developing and adopting policies for fund balance and budgets and administering and maintaining fire police squads.
- Mr. Dutton reviewed binders and their location for the security system log and cancer disability insurance records.
- Mr. Dutton inquired if the letter to Scottsville had been completed regarding Jeff Ayers status as a member in good standing. Still pending noted Chief Kantowski.
- Mr. Dutton noted the iPad on #114 is still locked. He, Bob Jake and the Chief have been working on it and will take it to the Apple store at Eastview Mall. The other three iPads have been programmed to use the same password to simplify use.
- Mr. Dutton stated the letter to inactive members is not completed.
- The Commissioners discussed the Fire District logo.

Secretary Treasurer's Report

- The Investment Policy will be updated to eliminate the \$800,000 maximum balance allowance for each financial institution. Commissioners will review at February meeting.

Motion #015-2020

- Mr. Beavers. made a motion, Mr. Beach seconded, and all approved the Treasurer's Report and payment of vouchers #1- 17 totaling \$9,965.43.

Motion #016 – 2020

- Mr. Beavers made a motion, Mr. Cook seconded, and all approved to adjourn the meeting at 7:39 p.m.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer