

CALEDONIA FIRE DISTRICT
December 14, 2021

MINUTES

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

Others Present: Secretary/Treasurer Sue Carson, Deputy Chief Mike Churchill, Chris Beach, Mike Lubitow and Brad Jones

Excused: Chief RJ Kantowski

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

Brad Jones introduced himself to the commissioners as a new member of the Fire Department and left shortly afterwards.

Motion #172-2021

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

Motion #173-2021

Mr. Beavers made a motion, seconded by Mr. Cook and all approved removing the following from active membership: Andrew Aube, Jacob Oltman, Steve Canne, Christopher Carpino, Miranda Beach, Rebecca Schroeder, Stephanie Schroeder, and Mark R. Schroeder.

Motion #174-2021

Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved Anthony DeMarco IV as an out of District member per Town Law 176-b.

New Fire Hall Project Report:

Chris Beach provided an update on the new fire hall and noted the meeting with the Town Board had been done and the next step is the upcoming meeting with the Planning Board.

EMS/EMT Report:

Mike Lubitow noted the following:

- CPR/AED training was well received with 11 people attending.
- Eleven oxygen tanks, six regulators and a couple mounting brackets were donated by XEROX.
- Estimates they will be in operation by Spring.
- Commissioners noted \$3,000 will be moved from the 2021 fund balance for startup costs with its own line in the District budget.
- The District has received a signoff from CHS acknowledging it is an EMS.

Motion #175-2021

- Mr. Beavers made a motion, seconded by Mr. Beach and all approved purchase of two bag valves for startup of EMS/EMT.
- Mike left the meeting at 7:20 pm.

Chief Kantowski's Report:

In Chief Kantowski's absence Deputy Chief Mike Churchill presented the Chief's Report

- Deputy Chief Mike Churchill presented the following reports for November:
 - Fire Report - 21 calls noted.
 - Truck Fuel Log

Motion #176-2021

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the Fire Report for November .
- Hometown Holidays went well.

Motion #177-2021

- Mr. Beach made a motion, seconded by Mr. Cook and all approved the purchase of a white helmet from Churchville at a cost of \$322.
- Aaron Rychlicki will drive GT 112 in the Operation Lights parade for nursing home residents.
- #114 will be used in a Santa Run event to provide gifts for needy children.

Motion #178-2021

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved sending the gas meter to Churchville for repairs at a cost of \$826.71.

Motion #179-2021

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

December

7,8 &10 – Livingston County Police Training

11 - Banquet

11 – Christmas Party

18 – Surprise party

Fire Commissioner's Reports

- Mr. Dutton provided an update on the 2022 lease with the Village of Caledonia. He noted Attorney Ray DiRaddo is reviewing the new lease. At this time, it appears the District is in compliance with any new insurance or sub leasing requirements. Sue will contact Tompkins to confirm the insurance coverage. Mr. Dutton will schedule a meeting with the Mayor and Deputy Mayor to discuss the lease. He will let the Board know the date and time.

Motion #180-2021

- Mr. Beach made a motion, seconded by Mr. Cook and all approved moving forward with purchasing the 7 ½ acres on Route 5 in Caledonia owned by Paul Stein and Sons.

Motion #181-2021

- Mr. Beach made a motion, seconded by Mr. Cook and all agreed to enter into Executive Session at 7:42 pm regarding a disgruntled member.

Motion #182-2021

- Mrs. Churchill made a motion, seconded by Mr. Beavers and all agreed to leave Executive Session at 7:54 pm.

Motion #183-2021

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved to renew the NFPA subscription for 2022 at a cost of \$175.
- Mr. Dutton commented the Department Christmas Party will be held Friday at 6:00 and the Department banquet will be held on January 22 at 5 pm.
- Mr. Dutton reported Livingston County updated their Mutual Aid Plan for 2022. This requires the Board approve the Fire District's participation in the plan.

Motion #184-2021

- Mr. Dutton made a motion, seconded by Mr. Beach and all approved participation in the 2022 Livingston County Mutual Aid Plan and authorizing Mr. Dutton to sign the agreement.
- Mr. Dutton noted the District's official ISO rating is 04-OY.
- Mr. Dutton reported the election of 2022 Fire Police Officers are follows:
 - Captain: Tom Hayes
 - 1st Lieutenant: Jack Dykstra
 - 2nd Lieutenant: N/A
 - Secretary: Karen Dykstra
 - Treasurer: Carl Offen

Motion #185-2021

- Mr. Beavers made motion, seconded by Mr. Cook and all approved authorizing Mr. Dutton to sign the Vigilant Fire Service Training contract for 2022 at a cost of \$1,123.50.
- Mr. Dutton noted the following meetings:
 - December 28 – Fund balance meeting 6:30 at Fire Hall
 - January 5 - 2022 Organizational Meeting 6:30 pm at Fire Hall.
 - January 11 – Dave Boyce and LOSAP rep. Dave will also go review our insurance coverage. Passero Associates and Ray DiRaddo will be invited to attend also to discuss new Fire Hall. This is a ZOOM call from Jones Hall at 6:30 pm.

Secretary Treasurer's Report

- The District received a \$1,000 donation from Sabin Metal.

Motion #186-2021

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the appointment of Marilyn Johnson and Fred Hermansen as ballot clerks for the 2021 Fire Commissioner election.

Motion #187-2021

- Mrs. Churchill made a motion, seconded by Mr. Beach and all approved the Treasurer's Report and payment of vouchers #176-192 totaling \$37,560.11.

Motion #188-2021

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved temporarily adjourning the meeting at 8:28 p.m.

**December 28,2021
Reconvene Meeting**

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

Others Present: Secretary/Treasurer Sue Carson

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

Mr. Dutton provided an update on the land purchase on Route 5 as follows:

- Ray DiRaddo is preparing a purchase offer.
- Ray has also sent an email to Passero questioning the available utilities at the site and if a Phase I environmental assessment has been done. Noted to Passero a perk test must be done prior to the purchase.
- Mr. Dutton also spoke with the town assessor and obtained the assessed valuation of the land.
- Sue contacted two Rochester appraisers to obtain pricing on land appraisals. The appraiser from Bruckner, Tillet, Rossi and Cahill was familiar with Caledonia and stated a restricted appraisal would be approximately \$950. Midland Appraisal required a tax map number and owner of record. They will get back to the District within a few days.

Mr. Dutton also reviewed the progress on the lease review by Ray Di Raddo. Sue stated the insurance overage we have is adequate for the lease requirements based on her conversation with Shane from Tompkins.

Motion #189-2021

Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved the following distribution of the excess fund balances:

Description	NYS Uniform System of Accounts	Amount
Operating Expenses for January and February		\$ 10,944
Fire Hall Building Expenses	A – 1989.0	116,700
EMS/EMT Startup	A – 1034.16	3,000
Fire Equipment	A-3410.21	17,037
Total		\$147,681

Motion #190-2021

- Mr. Cook made a motion, seconded by Mr. Beach and all approved adjourning the meeting at 6:57 p.m.

Respectfully submitted, Susan J. Carson Secretary/Treasurer