

**CALEDONIA FIRE DISTRICT**  
**March 9, 2022**

**MINUTES**

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

Excused: Fire Commissioner Jim Dutton

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Deputy Chief Bob Jake, Chris Beach and John Kellen

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

**Motion #045 – 2022**

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

**Motion #046– 2022**

- WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicants, Patricia Hammond residing at 3137 Lehigh St., Caledonia NY, Jacob Oltman residing at 3174 Jane St., Caledonia, NY and Andrew Aube residing at 27 Birch lane, Caledonia, NY and 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 Churchill, seconded by Commissioner Cook , that applicants Patricia Hammond, Jacob Oltman and Andrew Aube 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: Not present
  - Beach: Aye
  - Beavers: Aye
  - Cook: Aye
  - Churchill: Aye

**Motion #047 – 2022**

Mr. Beach made a motion, seconded by Mrs. Churchill and all approved removing Zachary Hutton and Carl Strang from active membership.

**Chief Churchill's Report:**

- Chief Churchill presented the following reports for February:
  - Fire Report
  - Truck Fuel Log

**Motion #048 – 2022**

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the Fire Report for February .
- Graphics are being put on C 11 today and then to Flower City for the radio. The lights have been installed. Two weeks for cap.
- Foam currently used on the District's fire trucks contain cancer causing agents. The Chief is meeting with Churchville tomorrow night to discuss alternative products.
- There will be a Recruitment and Retention Program held next month.
- Electrical issues on #114 have been taken care of.
- Deputy Chief Bob Jake noted the Vigilant online training is almost ready to go live with approximately 80% of training scheduled.
- Deputy Chief Bob Jake requested clarification regarding Explorers being allowed to ride fire trucks that are in emergency mode. Mr. Beavers will review the Explorer Program bylaws. Sue will contact Tompkins to question insurance coverage.
- Deputy Chief John Murray also requested clarification on any required training and possibly physicals for Explorers if they are using air packs.
- Deputy Chief John Murray noted there is another gas meter with a bad sensor. Churchville Fire stated there is training available through Sensit that would allow a trained individual to replace sensors.

**Motion #049 – 2022**

- Mrs. Churchill made a motion, seconded by Mr. Beach and all approved sending John Kellen for Sensit training at a cost of \$200 and use of the District credit card if necessary.
- John Kellen presented the following pricing for air pack and hydro testing: MES - \$1,699.50; Dival - \$2,258 and Churchville - \$2,465.

**Motion #050 – 2022**

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved contracting with MES for air pack and hydrotesting at a cost not to exceed \$1,800.
- The District has completed the RG&E training. RG& E also will make a contribution to the District of \$1,000 which is outstanding at this time. Once the donation is received the District will consider purchasing two Hotstick AC current sensors.
- Follow up from previous meetings:
  - Fire Police Boots (Tom Hayes) – Switched style of boot. Anticipated to arrive in two days
  - Fire Police – road flares have been received
  - Flower City pagers are in
  - Tahoe had new tires installed by Sedam Tire
  - Headsets for #118 are expected in May
  - The three multiband portable radios should be here in June.

John Kellen submitted quotes for the purchase of a stokes basket as follows – Churchville Fire \$975; MES \$968 and Witmer \$979.99.

**Motion #051 – 2022**

A motion was made by Mr. Cook and seconded by Mr. Beach, and all approved the purchase of a stokes basket from Churchville Fire at a cost of \$975.

**Motion #052 – 2022**

A motion was made by Mr. Cook and seconded by Mrs. Churchill; all approved the purchase of two boxes of Hero Wipes at a cost of \$98 and use of the District credit card for payment.

**Motion #053 – 2022**

A motion was made by Mr. Beach and seconded by Mr. Cook, and all approved the purchase of an iPad at state bid.

**Motion #054 – 2022**

A motion was made by Mr. Beach and seconded by Mrs. Churchill; all approved the J.W. Jones Hall fundraiser activities

**March (BR Back room; FR Front room)**

- 1 – Birthday Party BR
- 5 – Party FR
- 6 – Party BR
- 14 – Blood drive FR
- 15 – Village elections FR
- 19 – Birthday party BR
- 26 – Bridal shower BR

26 – Birthday party BR  
26 – Wedding shower FR

### **Fire Hall Construction Update**

- Chris Beach noted that the building committee is in process of downsizing the new fire hall plans.
- Mr. Beavers noted attorney Ray DiRaddo would like to schedule a meeting with the commissioners, building committee and Passero Associates to discuss next steps.

### **Fire Commissioner's Reports**

- A discussion was held regarding receiving an anonymous letter regarding open meeting minutes. The District will post minutes within the two-week time frame or one week if an Executive session was held. The minutes will include a DRAFT watermark until they are approved at the next meeting. All agendas will be posted at least 24 hours before meetings.
- Mr. Cook suggested the line officers may want to review the District website possible updates to officers etc. Deputy Chiefs John Murray and Bob Jake will follow up.
- Mr. Cook stated he had reviewed bank statements ending 2/28/22 and reconciliations for the following bank accounts and noted no discrepancies:
  - Checking account #5829
  - Money Market account #7960

### **Secretary Treasurer's Report**

#### **Motion #055 – 2022**

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved the purchase of the following supplies for the Babysitters Course and use of the District credit card for payment.
  - HP ink cartridge 902 black/ cyan/magenta/yellow \$86.89
  - 30 award folders - \$23.99
  - 2 packs of loose-leaf paper – 2.99 each
  - First aid cards - \$34.50 (50 minimum) \$.69 each
  - First aid kits - \$258.75 (125 minimum) \$2.07 each
  - Box of copy paper -\$19.89 (Mr. Dutton requested for general use)
  - Flash drive - \$17.99 (Deputy Chief Murray requested)

- Reporting Mr. Dutton’s commissioner training at a cost of \$74.95.
- Reporting receipt of tax levy in the amount of \$344,973.

**Motion #056 – 2022**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved to amend motion #035-2022 to reflect the increased cost of the compact suction unit from \$589 to \$655, including use of the credit card for payment.

**Motion #057 – 2022**

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved to amend motion #036-2022 to reflect the increased cost of three jump bags from \$130 each(\$390 total), to \$183.79 each (\$561.39 total )including use of the credit card for payment.

**Motion #058 – 2022**

- Mr. Churchill made a motion, seconded by Mr. Beach and all approved the 2022 Selective insurance policy package presented by Tompkins Insurance in the amount of \$31,081.08, with the contingency the Department reimburses the District for their premium of \$6,670.54.

**Motion #059 – 2022**

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved the amended Credit Card Policy as presented.

**Motion #060 – 2022**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the Emergency Vehicle Credit Card Policy as presented.

**Motion #061 – 2022**

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved the Treasurer’s Report and payment of vouchers #32-51 totaling \$57,725.25.

**Motion #062 – 2022**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 7:20 p.m.

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer