

CALEDONIA FIRE DISTRICT
February 8, 2023

MINUTES

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

Others Present: Dave Boyce, Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Deputy Chief John Kellen, Jr., Ethan Donaghue, Captain Joshua Hanbach, Tony Demarco, and Katherine Shannon.

VIA telephone: Chris Beach

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

Dave Boyce from Tompkins Insurance presented the proposed 2023 package insurance coverage for the District.

The following was discussed:

- 5% premium increase for 2023.
- At the time the Fire District is ready to build a new fire hall, Tomkins will review the insurance certificates of the contractors.
- The Commissioners will review coverage on the trucks and get back to Shane at Tompkins.

Dave Boyce left the meeting at 6:38 pm.

Katherine Shannon introduced herself to the commissioners and was welcomed by Chairman Dutton. She left the meeting at 6:45 pm.

The District received confirmation that membership has been approved by the Fire Department for Megan Churchill, Jesse Churchill, Amanda Greene and Katherine Shannon.

Nate Sherlock has temporarily moved out of the District. He is required to submit a written request to be approved by the Department and District as an out of district member.

Motion #021-2023

Mr. Cook made a motion, seconded by Mr. Beach and all approved removing Ryan Sickles and Jacob McEwen from membership.

Motion #022-2023

Mr. Beavers made motion, seconded by Mr. Beach and all approved to accept the January meeting minutes with the following amendment: Page #2; Motion 007-2023. The Bank of Castile should be Tompkins Community Bank.

Chief Churchill's Report:

- Following reports were presented for January:
 - Fire report
 - Fuel log

Motion #023-2023

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the January Fire Report.
- Last week Livingston County's radio system crashed. Required crew to stay at the Fire Hall for approximately eight hours and communicate via cell phone for calls.
- Livingston County has received funds for the new training tower.
- The president of Vigilant Training was contacted, and a discussion was held regarding the issues the District has had with the training program. These issues will now be fixed for free and a new quote for 2023 will be prepared for the District to review.
- Dival mistakenly doubled the Fire Police's order of helmets and liners.
- There will be a party at Jones Hall on Sunday for the Super Bowl game.
- Deputy Chief John Murray reported the following:
 - Tahoe required two new batteries.
 - Data Demon
 - Upgrade to Data Demon allowed all information contained in the Fire Report to be on one page.
 - Training is recorded in the program.
 - An additional license(3rd) is \$1,250.
 - Exceeded fuel limit in the Emergency Vehicle Policy (fuel policy) by four gallons in January. Reimbursement deemed unnecessary by commissioners for overage.
 - The three desktop computers donated by Power and Construction Group have been set up with OneDrive by Seth Graham for networking. The District did not have enough seats in the present Microsoft 365 subscription and another one-year subscription was purchased for \$99 to complete the set up.

Motion #024-2023

- Mr. Beach made a motion, seconded by Mr. Beavers and all approved the purchase of an additional annual subscription for Microsoft 365 at a cost of \$99.

Motion #025-2023

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the purchase of 15 Unication pagers from Flower City at a cost of \$660.50 and base chargers at a cost \$79.50, with a total cost of \$11,180. Other pager quotes were obtained from Wolfe Communications at \$726 and East Coast Pagers at \$726. Base charger quotes from East Coast Pagers \$89.95 and Ray's Pager Sales \$86.

Motion #026-2023

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved the purchase of a LED traffic wand for the Fire Police at a cost of \$55.

Motion #027-2023

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved the purchase of three 1010 yellow helmets with face shields at a cost of \$365 each from Churchville Fire Equipment. Other quotes obtained from The Fire Store at \$428.99 and All Hands Fire at \$418.99

Motion #028-2023

- Mr. Cook made a motion, seconded by Mr. Beach and all approved the purchase of two accountability boards from Churchville Fire Equipment at a cost of \$600 each. Quote was obtained from Tactron at a cost of \$924 each.
- Deputy Chief John Kellen reported he plans to attend the Fire Investigation School at Montour Falls.

Motion #029-2023

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of rope rescue equipment from Witmer at a total cost of \$4,686. A quote was also obtained from The Fire Store at a total cost of \$5,207.94. A third quote was attempted but not all equipment was available from the vendors.
- Follow up from previous meetings:
 - Batteries – June or July.
 - Bank Chargers – June or July
 - Nate Sherlock's gear – GLOBE specs were not met by Dupont. GLOBE rejected gear. Replacement 3-4 weeks.
 - Accountability boards- received.
 - Fire Police helmet liners – received.
 - Regulator attachment - March.
 - Calibration kits - March.
 - Hose from the DEC grant proceeds - March.

Motion #030-2023

- A motion was made by Mr. Beavers 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.
February (BR = Backroom; FR = Front room)
18 -Birthday party BR
25 – Funeral FR
25 – Birthday party BR

New Fire Hall Report

- Mr. Dutton noted on February 27 the Planning Board will be holding a Public Hearing on the Stein subdivision. If all goes well, Attorney DiRaddo estimates the District can close on the land around March1.
- Chris Beach recapped the Town Planning Board meeting discussion for the Board. Left the meeting at 7:35 pm.
- Next steps are to outline communication goals and prepare applicable informational materials for public meetings.

Motion #031-2023

- Mrs. Churchill made a motion, seconded by Mr. Beach and all approved to amend Motion #105-2022 to include a contingency requiring the Planning Board to approve the Stein subdivision for the land purchase, approval for payment to Paul Stein and Sons LLC in the amount of \$106,100 and all closing costs, including Stein’s attorney and giving authority to Co Chairman Mike Beavers or Secretary Sue Carson to sign closing documents for the land purchase.

Fire Commissioner’s Reports

- Mr. Beavers stated the District has applied for an \$85,000 FEMA grant to purchase a utility pickup truck for use by the Fire Police. Thanked all who assisted in the application.
- Mr. Dutton noted the back drain in the floor and crack in front of #118 in the fire hall have been repaired.
- A discussion was held on updating membership records with Livingston County.
- Mr. Dutton reported the contract with Spectrum has been signed to provide cable to the Fire Hall.

- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Checking account #5829 ending 12/30/22
 - Money Market account #7960 ending 12/28/22 and 1/30/23.
 - Certificate of Deposit #6545 opened 2/14/22, renewed 3/9,4/13, 5/11, 6/8, 7/13,8/10, 9/14, 10/19,11/9,12/13 (Jumbo)
 - Reserve Certificate of Deposits: #3523, 3574,9855 and 7774 ending 12/30/22.

Motion #032-2023

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved Mr. Dutton signing the bond disclosure requested by Bernard Donegan, Inc.

Secretary Treasurer’s Report

Motion #033-2023

- Mr. Churchill made a motion, seconded by Mr. Beach and all approved the payment to VFIS in the amount of \$7,075 for the Cancer Disability premium for 2023.

Motion #034-2023

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved to remove invoice #203368 in the amount of \$799.15 from Churchville Fire Equipment Voucher # 22, void check #5844, in the amount of \$5,574.33 and approve voucher #22 for the adjusted amount of \$4,775.18 and reissue check for payment in the corrected amount.

Motion #035-2023

- Mrs. Churchill made a motion, Mr. Beavers seconded, and all approved the Treasurer’s Report and payment of vouchers #18- 36 totaling \$20,173.20.

Motion #036 – 2023

- Mr. Beach made a motion, Mrs. Churchill seconded, and all approved to adjourn the meeting at 8:15 pm.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer