

CALEDONIA FIRE DISTRICT
August 9, 2023

MINUTES

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

Excused: Ron Beach, Jr.

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Joshua Hanbach, John Kellen, and Mike Lubitow.

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

Mike Lubitow arrived at 7:55 pm.

Motion #101 – 2023

Mrs. Churchill made a motion, seconded by Mr. Cook and all approved to accept the July meeting minutes with the following amendments.

Page 3 – Motion 093- 2023 is a duplicate of motion 090-2023 and is removed from the minutes.

Page 4 –

Fire Hall Construction Update : Don Mosele attended Turner Technologies not Don Cook.

Fire Commissioner’s Reports

Second bullet: FASNY Recruitment and Retention event was held. Not Odd hours, No Pay, Cool Hats.

Motion 102-2023

- WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicant Kevin Letson residing at 2401 LeRoy- Caledonia Rd., Caledonia, NY within the territorial boundaries of the Caledonia Fire District/area protected and
- WHEREAS, the Board has been further informed that the applicant has 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 Cook, that applicant Kevin Letson. 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: Aye
- Beach: Not present
- Beavers: Aye
- Cook: Aye
- Churchill: Aye

Chief Churchill's Report:

- .The following reports were submitted for July:
 - Fire Report
 - Fuel log

Motion #103-2023

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the Fire Report for July as presented.

Motion #104-2023

- Mr. Beavers made a motion, seconded by Mrs. Churchill, and all approved allowing the Explorers to take the van to the FASNY Convention in Niagara Falls on September 12.

Motion #105-2023

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved sending #116 to the Rush parade with a qualified driver on 8/11.

Motion #106-2023

- Mrs. Churchill made a motion, seconded by Mr. Beavers, and all approved the purchase of a black printer cartridge in the amount of \$238.89.
- The FASNY RAMS program was discussed. Deputy Chief John Kellen will obtain East Avon's RAM program for review.
- It was also noted fees charged by the Boy Scouts for the Explorer Program could be passed on to the Fire District.
- Livingston County has earmarked a trailer for Caledonia.
- Deputy Chief John Murray noted the following:
 - The drill schedule was reviewed for the months of August, September, October, November, and December.
 - PERMA update was provided.
 - The Livingston County Chief's meeting agenda items were reviewed.
 - Listing of members who are past due on their physicals was reviewed.

- Waiting on pricing for five sets of gear for 2024. Delivery is estimated for April.

Motion #107-2023

Mrs. Churchill made a motion seconded by Mr. Cook and all approved Chief Churchill sending registered letters to members who are not current on their physical, noting their noncompliance and allowing them 30 days to contact him. If no response is received the firefighter will be moved to an inactive status.

- Equipment
 - Tahoe exhaust has been repaired.
 - A set of gear went to Turnout Express for repair.
 - Two O2 sensors need to be replaced in the Sensit meter.
 - Ballistic vests have been ordered and are expected to be delivered in 12 weeks.
 - Pump tests will be performed on #118,114 and 116.
 - Annual maintenance for trucks will begin.
 - Batteries for #116 were installed.
 - #119 – body and generator check.
 - There are possibly three dry hydrants that need to be looked at for repairs.
- Deputy Chief John Kellen reported a battery-operated extrication tool has been donated to the Fire District. He will find out where it can be taken to be evaluated.

Motion #108-2023

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

August

12 & 13 – Vendor show BR

13- York CS Reunion FR

19 – Shower FR

27 – Vendor Show FR

Motion #109-2023

- A motion was made by Mrs. Churchill and seconded by Mr. Cook and all approved Hometown Holidays Committee be allowed to use the Fire Hall on December 2 for a craft sale.
- Mr. Beavers stepped in as Chairman at 7:43 due to Mr. Dutton being required on a fire call.

EMS/EMT Report:

Motion #110-2023

Mr. Beavers made a motion, seconded by Mr. Cook, and all approved the purchase of a Generation 10 iPad, including an otter protective case not to exceed \$750.

- Mike Lubitow noted the following:
 - An EMS class will be offered in September. Two people have signed up already.
 - Patient Care Reports must be completed, and he is reviewing available options for this standard form.
 - It is anticipated an initial SOG will be completed within a few days and a final draft by the September Fire District meeting.

Fire Commissioner's Reports

- Mrs. Churchill noted four EMS bags are not compliant. She reviewed the items necessary for the bags.

Motion #111-2023

- Mr. Beavers made a motion, seconded by Mr. Cook, and all approved the purchase of EMS items as noted by Mrs. Churchill not to exceed \$600.
- Mrs. Churchill sent out the invitations to the Senior Safety event to be held on October 15.
- Mrs. Churchill provided the following updates on grants she has submitted:
 - Dennis Leary Foundation EMS grant – 2nd round, no recent communication received.
 - The Community Foundation Hero Grant – Catskill Region – still in process.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Checking account #5829 ending 7/31/23.
 - Money Market account #7960 ending 7/30/23.
 - Certificate of Deposit #8922 ending 7/13/23 (Jumbo).

Secretary Treasurer's Report

- 2024 Budget
 - By September 26 the proposed budget must be completed. Sue will send a text with possible dates.
 - 2024 Budget hearing will be held Wednesday, October 18,2023.

Motion #112-2023

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved the Treasurer's Report and payment of vouchers #137-151 totaling \$17,113.69.

Motion #113-2023

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 8:05 p.m.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer

DRAFT