

**CALEDONIA FIRE DISTRICT**  
**November 8, 2023**

**MINUTES**

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

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Mike Knutowicz, Bob Jake, Tony DeMarco, and Don Mosele

Guests: Melissa Kirkland and Jason Schwartz from Bernard P. Donegan, Inc and Tim Geier from Passero Associates.

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

**Motion #144 – 2023**

- Mr. Beavers made motion, seconded by Mrs. Churchill and all approved to accept the October meeting minutes.

**Chief Churchill's Report:**

- The following reports from October were presented:
  - Fire Report
  - Fuel Log

**Motion #145 – 2023**

- Mr. Cook made a motion, seconded by Mr. Beach, and all approved the October Fire Report as presented.
- The Fire District's relationship with Firematic has been terminated due to lack of service and timely receipt of ordered equipment. The gear ordered 2 1/2 years ago has still not been received.

**Motion #146 – 2023**

- Mr. Beavers made a motion, seconded by Mr. Cook, and all approved the purchase of one set of Fire Police gear from Witmer Public Safety at a cost of \$1,548.

**Motion #147 – 2023**

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the purchase of gear including a helmet for Nate Sherlock from Dival Safety at state bid in the amount of \$4,590.25.

### **Motion #148 – 2023**

Mrs. Churchill made a motion, seconded by Mr. Cook and all approved amending motion #140-2023 to reflect the approval for a \$2,500 match for the DEC grant plus another \$328 to complete the purchase of four sets of wildland gear if awarded the grant.

- Equipment/Miscellaneous update
  - Ladder on #118 has been certified. Rust on the ladder has not been taken care of.
  - Trucks are currently going through their annual maintenance schedule.
  - Penn Detroit will do all annual truck maintenance on site next year.
  - SCBA facepieces are not in yet.
  - Low pressure air bag is still missing. The next step is to obtain a value and submit an insurance claim.
  - Regulator, collapsible traffic cones, mics, pagers, and chargers are in.
- Sue will contact Spectrum again to determine where the reimbursement is.
- CPR training for Tricia Hammond has been ordered.
- Pat Hanley’s NYS AFC training was cancelled.
- RAM SOG’s are in place.

### **Motion #149 – 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.

#### December

1 – Breakfast with Santa  
2- Party  
4- Livingston County Healthy Family  
9 –Banquet and Santa’s workshop  
11 – Party  
16 – Vendor show  
17 – Party and funeral  
23 - Party

- Tony Demarco stated the Fire Department was awarded a \$10,000 grant from Chemtrac and will use the proceeds to buy a fire extinguisher simulator.
- Don Mosele left the meeting at 7:18 pm.

### **Fire Hall Construction Update**

- Mr. Dutton introduced the guests Melissa Kirkland and Jason Schwartz from Bernard P. Donegan Inc.( BPA)and Tim Geiger from Passero Associates (PA).

- A general discussion was held with the board by the representatives of BPA and PA regarding the services they have contracted to provide.
- Several suggestions were made regarding the public outreach to voters.
- Next steps include obtaining a bond counsel and determining the date of the voter referendum.
- Mr. Dutton noted possibly Tim McGill would agree to be the bond attorney for the District.
- Mr. Beavers noted the District will need to exceed the tax cap in the first year of the bond repayment.
- Mr. Beach noted the Stein's confirmed and are planning on planting a crop on the District's acres as agreed to in the purchase agreement.
- Melissa Kirkland, Jason Schwart and Tim Geier left the meeting at 7:12 pm.

#### **Fire Commissioner Reports**

- Mr. Beavers suggested the District consider undercoating all the Pierce trucks due to known framing issues by this company.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
  - Money Market account #7960 ending 10/30
  - Certificate of Deposit #8922 ending 11/7

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

##### **Motion #150 – 2023**

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the Treasurer's Report and payment of vouchers #186-200 totaling \$17,141.41.
- The fund balance meeting will be held Thursday, December 28 at 6:30 pm.

##### **Motion #151 – 2023**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 7:45 p.m.

Respectfully submitted,

Susan J. Carson Secretary/Treasurer