

CALEDONIA FIRE DISTRICT
December 12, 2023

MINUTES

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

Others Present: Secretary/Treasurer Sue Carson and Chief Mike Churchill,

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

Motion #152 – 2023

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

Motion #153 – 2023

Mrs. Churchill made a motion, seconded by Mr. Beavers and all approved RAM membership for Isabella Rapone and Chole Murray and JFF membership for Storm Phillips.

Chief Churchill's Report:

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

Motion #154 – 2023

- Mr. Beavers made a motion, seconded by Mr. Beach, and all approved the November Fire Report as presented.

Motion #155– 2023

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of one set of gear for Nate Sherlock at state bid from Dival in the amount of \$3,713.96, one set of wildland gear at state bid in the amount of \$876.96 to be paid out of 2023 funds and voids duplicate motion #147-2023.

Motion #156 – 2023

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of five sets gear at state bid from Dival in the amount of \$10,257.88 and five sets of wildland gear at state bid in the amount of \$4,384.80 to be paid out of 2024 funds.

Motion #157– 2023

- Mr. Cook made a motion, seconded by Mr. Beach and all approved the purchase of seven sets of wildland gear at state bid from Dival in the amount of \$9,324 to be paid out of 2023 funds. This replaces gear ordered but not received from Churchville/Firematic.

Motion #158 – 2023

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of two computer monitors at a cost of \$420 each.

Motion #159 – 2023

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the purchase of ten Unication G5 batteries at the cost of \$349.50.

Motion #160 – 2023

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the purchase of a low-profile VHF antenna for the Chief’s vehicle at a cost of \$176.

Motion #161 – 2023

- Mr. Beavers made a motion, seconded by Mr. Beach and all approved the purchase of two helmets at state bid in the amount of \$329.98 each and two black leather shields at a cost of \$42.50 each.
- Equipment update
 - All trucks have been serviced for their annual preventative maintenance.
 - C11 will be in for service next week.
 - #119 – high scan is not storing correctly.
 - Low pressure bag is still missing.
- Parade Participation
 - 12/2 – Hometown Holidays
 - 12/16 – Scottsville
 - 12/18 – Area nursing homes with Livingston County Sheriff.

EMS/EMT Report

- Bags are now compliant in #119, chief and Deputy Chief vehicles.

Fire Hall Construction Update

- Mr. Dutton reviewed highlights of a recent email from attorney Ray Di Raddo. He also noted that Ray will be coordinating the communications between Passero, Donegan and McGill.
- Bob Jake is working on a draft letter to the community.

Fire Commissioner's Reports

- Mr. Beavers noted the District received a declination notice for the FEMA grant application.
- Mr. Dutton noted the 2024 Organizational Meeting will be held on January 10 at 6:30 pm.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Checking account #5829 ending 10/31 and 11/30
 - Money Market account #7960 ending 11/29
 - Certificate of Deposit #1325 (Jumbo) 11/8

Secretary Treasurer's Report

Motion #162 – 2023

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved contracting with Mengel, Metzger, Barr & Co to conduct the District 2022 audit at a cost of \$8,250 and authorizing Mr. Dutton to sign the letter of engagement.

Motion #163 – 2023

- Mrs. Churchill made a motion, seconded by Mr. Beach and all approved the appointment of Marilyn Johnson and Fred Hermansen as electors for the 2023 Fire Commissioner Election.

Motion #164 – 2023

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the purchase of 250 checks and envelopes from Intuit at a cost of \$260.

Motion #165 – 2023

- Mr. Beach made a motion, seconded by Mr. Cook and all approved the Treasurer's Report and payment of vouchers #201-223 totaling \$22,497.68.

Motion #166 – 2023

- Mr. Beach made a motion, seconded by Mr. Cook and all approved temporarily adjourning the meeting at 7:19 p.m. and reconvening on Thursday, December 28 at 6:30 p.m.

**December 28,2023
Reconvene Meeting**

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

Others Present: Secretary/Treasurer Sue Carson, and Chief Mike Churchill

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

Motion #167-2023

Mr. Beavers made a motion, seconded by Mr. Beach and all approved RAM membership for William Dietfrich and JFF membership for Aidan McKay.

Mr. Dutton noted Patrick Hanley had signed up for an EMT course costing \$1,400. This would be paid for by the State of New York if completed with a passing grade. He did not complete the course. A discussion was held on reimbursement options. Tabled at this time.

Motion #168-2023

Mr. Beavers made a motion, seconded by Mr. Beach and all approved the following distribution of the excess fund balances, including interest not yet posted to the Capital Building Reserve Certificate of Deposit which increases the Fire Hall Building Expenses line in the same amount:

Description	NYS Uniform System of Accounts	Amount
Operating Expenses for January and February		\$ 28,592
Fire Hall Building Expenses	A – 1989.0	29,539
Fire Equipment	A-3410.21	17,574
Legal Services	A-3410.471	10,000
Capital Equipment & Apparatus Reserve	A-9960.9	50,000
Total		\$135,705

Motion #169-2023

Mr. Cook made a motion, seconded by Mrs. Churchill and all approved adjourning the meeting at 7:15 p.m.

Respectfully submitted,
Susan J. Carson
Secretary/ Treasurer