

CALEDONIA FIRE DISTRICT

July 10, 2024

MINUTES

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

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Bob Jake, Ethan Donaghue, Joshua Hanbach, Nikos Ferguson, and Melissa Knickerbocker.

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

Nikos Ferguson arrived at 6:50 pm and left at 7:30 pm.

Motion #083 – 2024

- Mr. Cook made a motion, seconded by Mrs. Churchill, and all approved to accept the June meeting minutes.
- Melissa Knickerbocker introduced herself as a new member to the board.

Motion #084 – 2024

- WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicants, Christine DeMarco and Edward Neal both residing at 3274 State St., 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 Cook, seconded by Commissioner Beach, that applicants Christina DeMarco and Edward Neal be approved for membership in the Caledonia Fire Department with a D status, subject to their 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: Aye
Cook: Aye
Churchill: Aye

Motion #085 – 2024

- Mr. Cook made a motion, seconded by Mr. Beach, and all approved removing Nathan Sherlock from membership due to living outside the District.
- The Fire Department reports Kyler Leonard has changed his membership from a Junior Firefighter to a RAM.

Chief Churchill's Report:

- The following reports were presented for the month of June:
 - Fire Report
 - Fuel log

Motion #086 – 2024

- A motion was made by Mr. Cook and seconded by Mrs. Churchill, and all approved the Fire Report for June.
- Fire trucks were out for annual maintenance and inspections last week.
- Deputy Chief Muray reported the following:
 - The Tahoe went in for service and had a new condenser put in for the AC and an oil change.
 - The nonstructural gear will come in two shipments. The first group was shipped July 2 and the second will be on July 28.
 - The newest iPad needed a sim card replaced.
 - BFO
 - Two students will be using the van for transportation to class.
 - On August 17, #114 will be at class from 8 am- 1 pm.
 - A class on July 30 will be using the extinguisher simulator and Livingston County Car# 2 will pick it up.
 - On July 23 #114 will be at the Hemlock Fair for the Demo Derby.
 - Radio channels
 - Livingston county will not supply radio channels to Fire Districts. Flower City can provide five channels the District will own. The process may take up to six months and Flower City handles this with the federal government for the District. An initial fee of \$500 is required for the federal investigation. Then after the first ten years a \$200 fee is required to keep the channels.
 - The radios currently owned by the Fire District will work with the channels. Flower city will program the radios at a cost of \$172.50 per hour, estimating 8 hours of work.
- **Motion #087 – 2024**
 - Mr. Cook made a motion, seconded by Mrs. Churchill and all approved that Flower City move forward with obtaining five radio channels for the District and working with the federal government as applicable, payment of the \$500

initial fee and labor/equipment to reprogram radios, not to exceed \$2,500 as best value for the District with only one vendor offering this service.

- Charging bases for green portables have been received.
- The Fire Police received a donation of 8 VHF radios from the Chili Fire Department. They are presently at Livingston County being programmed.

Motion #088 – 2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the purchase of four light batons at a cost of \$125 for the Fire Police from Witmer.

Motion #089 – 2024

- Mr. Cook made a motion, seconded by Mrs. Churchill, and all approved the purchase of four new hose fittings for #113 at a cost of \$26 each.
- Nikos Ferguson from Kables, LLC made a presentation on the IT services the company offers.
- Follow up
 - Dr Varney meeting – no progress.
 - Quotes for EMT protective gear – no progress
 - Recruitment banner- Mr. Beach will contact Twisted Stiches for quotes on 3x10’ and 3 x 6’ banners. Mrs. Churchill will also obtain quotes for the banners. Present at August meeting.
 - Positive pressure fan has been ordered.

Motion #090 – 2024

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

July

24-27 Convention

28 – Graduation party

August

4- Shower

11 -Party

19- Senior citizens meeting

25 – Livingston County K9 benefit

EMS/EMT Report:

- Brad Jones is an EMT.

Motion #091 – 2024

- Mr. Dutton made a motion, seconded by Mr. Cook, and all approved the purchases six tourniquets, six pump hand sanitizers, six 500 ml 0.9% sodium chloride solutions, and six multi-trauma abdominal pads from Boundtree not to exceed \$400.

Fire Hall Construction Update

- Mr. Dutton reported that plans have been revised and now are at \$8.9 million with a reduction in bays and office space. The next meeting is July 22.

Fire Commissioner's Reports

- Mr. Dutton stated due to Mike Beavers resignation the District will now need to appoint a commissioner to fill his term until December 2024. An election will then be held to complete Mike's term to 2027. There will be an election for two commissioners this year.
- Mr. Dutton noted the NYS Comptroller audit is in progress.
- Mr. Dutton stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Checking account #5829 ending 5/31/24 and 4/30/24
 - Money Market account #7960 ending 5/30/24.
 - Certificate of Deposit #6627 opened 5/8/24 (Jumbo)
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Certificate of Deposit #3971 opened 6/12/24 (Jumbo)
 - Capital E & A Reserve #1583 opened on 6/28/24
 - Money Market account#7960 ending 6/27/24

Secretary Treasurer's Report

- RG& E Made a \$1,000 donation.
- A dividend check in the amount of \$1,158.12 from the insurance pool was received.

- Mengel, Metzger and Barr have issued preliminary results for the 2023 audit.
- An error was made in payment to the Livingston County News for the notice of the organizational and regular meetings. The organizational meeting was paid twice in error leaving the regular meeting invoice outstanding. This was paid in the July bills.

Motion #092– 2024

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the Treasurer’s Report and payment of vouchers #104-115 totaling \$17,489.23.

Motion #093 – 2024

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved adjourning the meeting at 8:04 p.m.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer

DRAFT