

**CALEDONIA FIRE DISTRICT**  
**September 11, 2024**

**MINUTES**

Present: Fire Commissioners Jim Dutton, Don Cook, Meg Churchill, Ron Beach, Jr. and Sue Carson, Secretary/Treasurer.

Others Present: Chief Mike Churchill, Deputy Chief John Murray, Bob Jake, Joshua Hanbach, Tony Demarco, Mike Knutowicz and Knycos Ferguson and staff from KABLES.

Mr. Beach arrived at 6:45 pm and left at 7:15 pm.

Knycos Ferguson arrived at 7 pm.

Mike Knutowicz arrived at 7 pm and left at 7:45 pm.

The meeting was called to order by Chairman Jim Dutton at 6:30 p.m. All present participated in the Pledge of Allegiance and a moment of silence in memory of those lost in the attacks of 9/11.

**Motion #105 – 2024**

Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved to accept the August meeting minutes.

Knycos introduced his staff.

**Chief Churchill's Report:**

- The Fuel Log for August was presented.
- The August Fire Report was provided electronically prior to the meeting.

**Motion #106 – 2024**

- Ms. Carson made a motion and seconded by Mr. Dutton, and all approved the August Fire Report.

**Motion #107 – 2024**

- Mr. Cook made a motion, seconded by Mrs. Churchill, and all approved the purchase of 10 glove straps at a cost of \$6.30 each.
- Deputy Chief John Murray reported the following:

- The District has received the license for two radio channels. Flower City will program them as previously noted.
- Provided a synopsis of calls.
- Reviewed Livingston County Executive Chief's Meeting – see attachment Liv Co FCEM September 2024.
- The new tanker #117 is estimated to be here in May 2025. It will have black matte trim, and the committee would like to change it to chrome at a cost of \$565.
- A pond and pond rack will also be needed for #117. Costs are estimated at \$16,000 for the rack and \$4,500 for the pond. These are installed at the factory.
- The blow hard fan was ordered on 7/8/24 and is expected to ship on 10/4.

**Motion #108 – 2024**

- Mr. Dutton made a motion, seconded by Mrs. Churchill, to amend motion #087-2024 to reflect the reduction in radio channels from five to two, the price increase per channel of \$210 and working with the federal government as applicable, payment of the \$410 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.

**Motion #109 – 2024**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of a box of staples at \$7.03, 12 roll pack of clear tape at \$17.49, 36 pack of industrial Sharpie pens at \$33.09 and a case of copy paper at \$40 and use of the credit card for payment.

**Motion #110 – 2024**

- Mr. Cook made a motion, seconded by Mrs. Churchill, and all approved the substitution of chrome trim on new tanker #117. Funds will be taken from 2024 fund line of #116.

**Motion #111 – 2024**

- Mr. Dutton made a motion, seconded by Mr. Cook, and all approved the purchase of a 3'x 6' vinyl banner for membership recruitment at a cost of \$95.
- Members of the Department attended the First Responders Night at Limerock Speedway on 9/7.
- The Rally in the Valley will be held on 9/14. The District will send #119.
- Pump tests on #118 and #116 still need to be performed.
- The Chief noted Mumford's Deputy Chief was in an accident responding to one of our calls.
- The 2025 proposed Chief's budget was reviewed.

**Motion #112 – 2024**

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

#### September

- 13- Rehearsal dinner
- 14- wedding and birthday party
- 16- Sr. citizens meeting
- 21- dinner
- 22 – party

#### October

- 5- Sportsman raffle
- 6 – Birthday party
- 12- Senior fair
- 19 – wedding & stamp lady
- 20 – Birthday party
- 21- Sr. citizens meeting
- 22 – Public meeting for new fire hall
- 25 – Halloween party & ice cream social
- 26 – craft sale and wedding reception
- 29 – New fire hall vote

#### **EMS/EMT Report:**

##### **Motion #113 – 2024**

- Mr. Dutton made a motion, seconded by Mr. Cook, and all approved paying \$950 to the City of Batavia for Joshua Hanbach’s EMT training, use of the credit card for payment and contingent upon him finishing and passing the course, if he drops out or fails the class he will reimburse the District for the full amount. It was noted that the District will receive reimbursement from NYS if the course is passed.

#### **Fire Hall Construction Update**

- Mr. Dutton noted the following:
  - The Public Hearing will be held on 10/22 at Jones Hall with a presentation and then questions from the floor.
  - The one-sided flyers have been placed in public areas around the village regarding the new fire hall public meeting and vote.
  - A final building committee meeting may be held on 10/17 prior to the vote.

- The Livingston County Board of Elections will be providing VOTE HERE signs and ballot bags for use on 10/29. Voting machines were not available due to the presidential election on 11/4.
- The District may ask the Mayor and Town Supervisor to witness the vote counting.

**Motion #114 – 2024**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of a banner and stand not to exceed \$500 for use in the new fire hall public meeting and vote.
- Ms. Carson reported quotes were obtained from the Genesee Valley Penny Saver and Terzo Printing for 8 ½ by 11 flyers. Terzo quoted \$1,100 including postage, using the direct mail the post office has. The Penny Saver would charge \$718.42 for the flyer and \$82.50 to insert them into the penny saver.

**Motion #115 – 2024**

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the printing and distribution of 8 ½ x 11 flyers from the Penny Saver at a cost of \$800.92 as best value for the Fire District.

**Motion #116 – 2024**

MODIFIED RESOLUTION AND  
RATIFICATION OF THE SEQRA  
DETERMINATION OF  
NON-SIGNIFICANCE

WHEREAS The Board of Fire Commissioners of the Caledonia Fire District (“The Board”) desired to undertake a project consisting of the construction of a 22,000 +/- sq. ft. Fire Station on land owned by the Caledonia Fire District, located on Route 5, (Northeasterly side of Caledonia Avon Rd [between 3337 & 3385], Town of Caledonia, County of Livingston, NY 14423, 808' southeasterly of Brown Rd), including related parking and vehicle circulation, a training pad, a future 60' x 100' +/- pole barn, and stormwater management area in a Planned Development District (PD), for which a negative declaration under SEQRA was issued on February 14, 2024, and

WHEREAS The Board of Fire Commissioners of the Caledonia Fire District (“The Board”), based upon the rejection on April 16<sup>th</sup>, 2024, of the mandatory voter referendum pertaining to the financing of the original proposal which was set out on the prior resolution of the Board dated February 14, 2024, has decided to modify the project to reduce the building square footage to approximately 13,000 sq. f., to eliminate the training pad and pole barn, and reduce the project cost, and

WHEREAS, based on the attached correspondence from the project engineer, the above-referenced changes will result in no new environmental impacts, resulting in no change in the Board's finding that the project will not have a significant adverse impact on the environment, constituting a negative declaration.

NOW, THEREFORE, be it RESOLVED that, under SEQRA, based on the information above, documentation, testimony, and findings, and after examining the relevant issues, the Board of Fire Commissioners' initial concerns, and all the pertinent issues raised and recommendations made, the

Board of Fire Commissioners ratifies the finding that the project as modified will not have a significant adverse impact on the environment, which constitutes a continuation of its negative declaration.

A motion made by Mrs. Churchill, seconded by Mr. Beach, the resolution was voted upon and approved as follows.

**Caledonia Fire District Board of Fire Commissioners**

James Dutton Chairperson	Voting Yes
Susan J. Carson, Commissioner	Voting Yes
Donald Cook, Commissioner	Voting Yes
Ronald Beach, Jr., Commissioner	Voting Yes
Megan Churchill, Commissioner	Voting Yes

September 11, 2024,

Sue Carson, Secretary  
Board of Fire Commissioners  
Caledonia Fire District  
3089 Main Street  
Caledonia, New York 14423.

**Motion #117 – 2024**

EXTRACT OF MINUTES OF MEETING OF THE BOARD OF FIRE COMMISSIONERS ADOPTING  
BOND RESOLUTION

At a meeting of Board of Fire Commissioners of Caledonia Fire District, Livingston County, New York, held at 3089 Main St., Caledonia, New York, on the 11<sup>th</sup> day of September 2024:

PRESENT: James Dutton, Ronald Beach Megan Churchill, Donald Cook and Susan Carson

ABSENT: None

Megan Churchill presented the following resolution and duly moved that it be adopted and was seconded by Donald Cook:

BOND RESOLUTION DATED SEPTEMBER 11, 2024 OF THE BOARD OF FIRE COMMISSIONERS OF THE CALEDONIA FIRE DISTRICT, NEW YORK, AUTHORIZING GENERAL OBLIGATION SERIAL BONDS TO FINANCE CONSTRUCTION OF A FIRE STATION, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE EXPENDITURES FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Commissioners of the Caledonia Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder (“SEQRA”), has completed its environmental review and, on February 14, 2024, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the

unlisted action as proposed will not result in any significant adverse environmental impacts, and, on September 11, 2024, such determination and finding has been confirmed and ratified by such Board of Commissioners; now therefor, be it

RESOLVED BY THE BOARD FIRE COMMISSIONERS OF THE CALEDONIA FIRE DISTRICT, NEW YORK (hereinafter referred to as the "Fire District"), by the favorable vote of not less than three fifths of all of the members of such Board, as follows:

Section 1. The Caledonia Fire District shall undertake certain capital improvements consisting of the construction of an approximately 13,086 sq. ft. Fire Hall, in the Town of Caledonia, New York, various site and other incidental improvements, and the acquisition of certain original furnishings, equipment, machinery or apparatus that may be required in connection therewith for such construction and Fire District use (hereinafter referred to as "purpose"), and general obligation serial bonds in an aggregate principal amount not to exceed \$8,907,000 and bond anticipation notes in anticipation thereof (and renewals thereof) of the Fire District are hereby authorized to be issued to finance the cost of such purpose.

Section 2. The aggregate maximum cost to the Fire District is estimated to be \$8,907,000 for said purpose, and said amount is hereby appropriated therefor. The plan to finance the cost of said purpose all of such maximum cost by issuance of obligations as herein authorized.

Section 3. It is hereby determined and declared that (a) said purpose is one of the class of objects or purposes described in Subdivision 11 of Paragraph (a) of Section 11.00 of the Local Finance Law, and that, such building and any appurtenant structures each being class "A" as defined in such subdivision, the period of probable usefulness of said purpose is thirty (30) years, (b) the proposed maximum maturity of said bonds authorized by this resolution will be in excess of five years to be measured from the date of the bonds or the date of the first bond anticipation note issued in anticipation of the sale of such bonds, whichever date is earlier, (c) there are presently no outstanding bond anticipation notes issued in anticipation of the sale of said bonds, (d) the notes authorized by this resolution shall mature within one (1) year from the date of their issuance, or as otherwise permitted by law, (e) said notes are not issued in anticipation of bonds for an assessable improvement, and (f) prior to the issue of the bonds or notes herein authorized, there will be provided the appropriate amount of current funds required by Section 107.00 of the Local Finance Law, if any.

Section 4. The bonds and notes authorized by this resolution shall contain the recital of validity prescribed in Section 52.00 of the Local Finance Law and such bonds and notes shall be general obligations of the Fire District and all the taxable real property in the Fire District is subject to the levy of *ad valorem* taxes to pay the principal thereof, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations.

Section 5. It is hereby determined and declared that the Fire District reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of the issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 6. The power to further authorize the sale, issuance and delivery of said bonds and notes and to prescribe the terms, form and contents of said bonds and notes, including, without limitation, the authority to determine whether to accept bids electronically to the extent allowed by Section 58.00 of the Local Finance Law, the consolidation with other issues, the determination to issue bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to, credit or liquidity enhancements, if any, and to sell and deliver said bonds and notes, subject to the provisions of this resolution and the provisions of the Local Finance Law, is hereby delegated to the Fire

District Treasurer, the Fire District's chief fiscal officer. The Fire District Treasurer and the Secretary or Assistant Secretary are hereby authorized to sign by manual or facsimile signature and attest any bonds and notes issued pursuant to this resolution, and are hereby authorized to affix to such bonds and notes the corporate seal of the Fire District and to attest to the same.

Section 7. The faith and credit of the Caledonia Fire District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds and notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said Fire District a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 8. After compliance with Section 9 hereof, this resolution, or a summary hereof, shall be published in full by the Secretary of the Caledonia Fire District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the Fire District, in the manner prescribed by law. The validity of said bonds and bond anticipation notes issued in anticipation of the sale of said serial bonds, may be contested only if such obligations are authorized for an object or purpose for which said Fire District is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 9. This resolution shall be submitted to a referendum of the qualified electors of the Fire District on October 29, 2024 pursuant to Section 38.00 of the Local Finance Law of the State of New York and shall take effect immediately upon approval at such referendum.

The motion having been duly seconded, it was adopted, and the following votes were cast:

<u>AYES</u>	<u>NAYS</u>
Dutton	
Beach	
Carson	
Churchill	
Cook	

**Motion #118 – 2024**

EXTRACT OF MINUTES OF MEETING OF BOARD OF FIRE COMMISSIONERS  
ADOPTING RESOLUTION CALLING FOR REFERENDUM

At a meeting of Board of Fire Commissioners of Caledonia Fire District, Livingston County, New York, held at 3089 Main St., Caledonia, New York, on the 11<sup>th</sup> day of September, 2024:

PRESENT: Fire Commissioners: James Dutton, Ronald Beach, Megan Churchill, Donald Cook and Susan Carson

ABSENT: None

Ronald Beach presented the following resolution and duly moved that it be adopted and was seconded by Donald Cook:

RESOLUTION DATED SEPTEMBER 11, 2024.

A RESOLUTION PROVIDING FOR THE HOLDING OF A FIRE DISTRICT REFERENDUM OF THE CALEDONIA FIRE DISTRICT, NEW YORK, FOR THE APPROVAL OF A PROPOSITION ON A CERTAIN BOND RESOLUTION, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Fire Commissioners of the Caledonia Fire District, Livingston County, New York, has heretofore at this meeting duly adopted a bond resolution authorizing construction and equipping of a fire hall, at a maximum estimated aggregate cost of \$8,907,000, and further authorizing the issuance of general obligation bonds (and notes in anticipation thereof) to pay a portion of the cost thereof, which resolution was adopted subject to approval at a Fire District referendum in the manner prescribed by Section 179 of the Town Law; and

WHEREAS, the Board of Commissioners of the Caledonia Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on February 14, 2024, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts, and, on September 11, 2024, such determination and finding has been confirmed and ratified by such Board of Commissioners; now therefor; and

WHEREAS, pursuant to Section 175 of the Town Law, the Secretary has prepared and transmitted to this Board of Fire Commissioners a form of proposition for the approval of such bond resolution containing an abstract of each such bond resolution concisely stating the purpose and effect thereof; and

WHEREAS, it is now desired to provide for the holding of a referendum for the submission of such proposition and to provide for the notice of such referendum and other matters in connection therewith; NOW, THEREFORE, BE IT

RESOLVED, by the Board of Fire Commissioners of the Caledonia Fire District, New York, as follows:

Section 1. A referendum of the qualified electors of the Caledonia Fire District, New York, shall be held on Tuesday, October 29, 2024 for the purpose of submitting a proposition for the approval of the bond resolution described in the preamble hereof. The place of holding such referendum shall be at the JW Jones Hall, located at 366 Leicester Road, Caledonia, New York, and the polls for such referendum shall be kept open for the purpose of voting on such proposition between the hours of 3:00 P.M. and 9:00 P.M., Prevailing Time. The proposition to be submitted at said referendum shall be in substantially the form hereinafter set forth in the form of notice of such referendum.

Section 2. The Secretary of the Fire District is hereby authorized and directed to give notice of said referendum by publication of a notice once in a newspaper having a general circulation in the Fire District, said publication to be made at least twenty-seven (27) days prior to the date of said referendum but not more than thirty-four (34) days prior to such referendum, as well as, posting on the First District website, if one exists, and on the Fire District sign board, if one exists, as required by Section 175-c of the



Town law, as well as, posting on the town bulletin board and on the municipal website of any town located within the geographic boundaries of the Fire District, or any town or fire district with which the Fire District contracts, all as required by Section 175-c of the Town Law. Such notice shall be in substantially the following form, to-wit:

LEGAL NOTICE FOR  
FIRE DISTRICT  
SPECIAL REFERENDUM

PLEASE TAKE NOTICE, that a special Fire District Referendum in and for the Caledonia Fire District will take place on Tuesday, October 29, 2024, between the hours of 3:00 P.M. to 9:00 P.M. at the JW Jones Hall, located at 366 Leicester Road, Caledonia, New York, for the purpose of submitting the following described proposition for the approval of the qualified electors of said Fire District:

PROPOSITION

Shall the bond resolution adopted by the Board of Fire Commissioners of the Caledonia Fire District dated September 11, 2024, authorizing the expenditure of up to \$8,907,000 for the aggregate costs of the construction of an approximately 13,086 sq. ft. Fire Hall in the Town of Caledonia, New York, and various site and incidental improvements, the issuance of up to \$8,907,000 of general obligation bonds of the Fire District and the issuance of notes in anticipation thereof; and pledging the faith and credit of said Fire District to the payment of said bonds and notes and the interest thereon, be approved?

The Board of Commissioners of the Caledonia Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on February 14, 2024, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts, and, on September 11, 2024, such determination and finding has been confirmed and ratified by such Board of Commissioners.

A copy of the bond resolution referred to in the aforesaid proposition is on file in the office of the Secretary of said Fire District, where the same may be examined by any interested persons during regular business hours.

Those who are qualified to vote on the aforesaid proposition are qualified voters who shall have resided in said Fire District for thirty days next preceding such election.

Dated: September 11, 2024  
Caledonia, New York

BY ORDER OF THE BOARD OF FIRE  
COMMISSIONERS OF THE CALEDONIA FIRE  
DISTRICT, NEW YORK

BY:  
Sue Carson, Secretary  
Caledonia Fire District, New York

Section 3. This resolution shall take effect immediately.

Adopted by the following roll call:

AYES                      NAYS

Dutton  
Beach  
Carson  
Churchill  
Cook

### **Fire Commissioner's Reports**

- Mrs. Churchill stated the District will bring a truck and personnel to Cute as Can Be day care for fire prevention awareness on 10/11.
- Mrs. Churchill noted Barb Strum will conduct a car seat safety check at the fire hall on 9/21.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
  - Checking account #5829 ending 8/30/24
  - Money Market account #7960 ending 8/29/24
  - Certificate of Deposit #0303 opened 8/14/24

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

- The District's ZOOM and Microsoft 365 subscriptions were renewed at a cost of \$160 and \$108, respectively.

#### **Motion #119 – 2024**

- Mrs. Churchill made a motion, seconded by Mr. Dutton, and all approved the Treasurer's Report and payment of vouchers #132 – 151 totaling \$27,626.74.

#### **Motion #120 – 2024**

- Mr. Cook made a motion, seconded by Ms. Carson and all approved temporarily adjourning the meeting at 8:20 p.m.

**September 17,2024**  
**RECONVENE**

Present: Fire Commissioners Jim Dutton, Don Cook, Meg Churchill, Ron Beach, Jr., and Sue Carson Secretary/Treasurer,

- The meeting was called to order by Chairman Jim Dutton at 3:00 p.m. All present participated in the Pledge of Allegiance.
- The Commissioners reviewed and discussed the proposed Chief's Budget along with balances for 2024 budget lines as of September 11, 2024, finalizing the proposed 2025 budget. The Public Hearing for the 2025 Budget will be held at the Fire Hall at 6:30 pm on Wednesday, October 16, 2024.
- October 16 meeting will be reconvene on October 30 at 6:15 pm to vote on 2025 Budget.

**Motion #121 - 2024**

Mr. Beach made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 5:34 pm.

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer