

CALEDONIA FIRE DISTRICT
December 10, 2024

MINUTES

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

Others Present: Sue Carson, Secretary/Treasurer, Chief Mike Churchill, Deputy Chief John Murray, Deputy Chief Andrew Carpino, Tony DeMarco, Ethan Donaghue, and Kevin Stone.

The meeting was called to order by Chairman Jim Dutton at 6:30 p.m.

Motion #153 – 2024

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

Motion #154 – 2024

Mrs. Churchill made a motion, seconded by Mr. Beach, and all approved removing Patricia Lysko and William Lysko from the Active list.

Motion #155 – 2024

WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicant, Daniel Nichols residing at 3253 East Ave., Caledonia, NY and 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 Churchill, seconded by Commissioner Beach, that applicant Daniel Nichols 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: Aye
Cook: Aye
Churchill: Aye

Chief Churchill's Report:

- The Fuel Log for November was presented.

- The November Fire Report was provided electronically.

Motion #156 – 2024

- Mr. Cook made a motion, seconded by Mrs. Churchill, and all approved the November Fire Report.
- The District’s Christmas Light Parade and the Hometown Holidays event was well received on December 7.
- All trucks have received their annual maintenance and pump tests as appropriate. C11 (Silverado) has been repaired from the deer hit. The vinyl on front fenders still needs to be completed.

Motion #157– 2024

- Mr. Cook made a motion, seconded by Mr. Beach, and all approved repairs to #118 sensors by Penn Power Group in the amount of \$4,586.24.

Motion #158– 2024

- Mr. Cook made a motion, seconded by Mr. Beach, and all approved sending the following trucks to Christmas events/parades as follows:
 - 12/14 – Truck #116,112,113 to Honeoye Falls
 - 12/11 & 12/18 – Truck#116 to Golisano Children’s Hospital – Good Night Lights
 - 12/17 - #116 to Livingston County Nursing Homes Light Up the Night.
- Deputy Chief John Murray reported the following:
 - All radios have been reprogrammed by Flower City for the new channels the District obtained.
 - Livingston County’s radio system mainframe was updated
 - Willie Shannon’s gear has been received.
 - Fire Police work lights, batteries, emergency scene signs, light batons and flex safe barrier have been received.
 - Tourniquets and rope equipment have also been received.

Motion #159 – 2024

- Mr. Cook made a motion, seconded by Mrs. Churchill, and all approved the purchase of 12 Nomex hoods at a total cost of \$1,500.

Motion #160 – 2024

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved the use of the Fire Hall by the Trout Fest on May 31, 2025.

Motion #161 – 2024

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the purchase of triage bag and necessary contents in the amount of \$688.12 to be ordered after January 2, 2025.

Motion #162 – 2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the purchase of 10 tourniquets from Witmer at a cost of \$294 which includes freight to be ordered after January 2, 2025.
- iPad holders are on hold until 2025.

Motion #163 – 2024

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

December

11- Livingston County Fire Police
14 – Craft sale and birthday party
16 – Sr Citizens
21 – Banquet

January

4- Christmas party
11 – Snowmobile safety course
18 – Banquet
19 – Baby Shower
20 – Blood drive
25 – Banquet

Fire Commissioners Report

- Mr. Dutton noted the FEMA grant window is still open and requested the District Secretary put in an application for a new Fire Police work van.
- Mrs. Churchill gave an update on the Kables Meeting with Knycos Ferguson.

Motion #164 – 2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the Fund Balance Policy as presented.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Certificate of Deposit #9253 renewed (Jumbo)11/13 &10/17
 - Checking account # 5829 ending 10/31
 - Money Market account#7960 ending 10/30 and 11/27
- Fire Commissioner Election Results

- Anthony Demarco was elected to fill the three-year term, commencing 1/1/25 – 12/31/27
- Donald Cook was elected to fill the five-year term, commencing 1/1/25 – 12/31/29.
- Don Manley withdrew his candidacy verbally prior to the election due to health issues. He had requested to be on the three-year term ballot.

Secretary Treasurer’s Report

- The District received a \$1,000 donation from Sabin Metal.

Motion #165 – 2024

- Mr. Beach made a motion, seconded by Mr. Cook, and all approved payment to Cypherworks in the amount of \$3,957.

Motion #166 – 2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved payment to Blue Devil Data in the amount of \$1,000.

- The 2025 Organizational Meeting will be held on Wednesday January 8, 2025, at 6:30 pm at the Fire Hall.

Motion #167 – 2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the Treasurer’s Report and payment of vouchers #189-205 totaling \$23,690.71.

Motion #168 – 2024

- Mrs. Churchill made a motion, seconded by Mr. Beach, and all approved temporarily adjourning the meeting at 7:30 p.m. The meeting will reconvene on Monday, December 30, 2024 at 6 pm at the Fire Hall.

December 30,2024

RECONVENE

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

Others present: Sue Carson Secretary/Treasurer, Chief Mike Churchill, and Tony DeMarco

- The meeting was called to order by Chairman Jim Dutton at 6:00 p.m. All present participated in the Pledge of Allegiance.
- The Year End Fund Balance Worksheet for 2024 was reviewed in conjunction with the Fund Balance Policy.

Motion #169 – 2024

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved increasing the 2025 Equipment Reserve line in the 2025 budget to \$190,000, increasing it by \$150,000 that was earmarked for debt service. The District did not issue debt due to the referendum failing.

Motion #170– 2024

- Mr. Beach made a motion, seconded by Mr. Cook, and all approved the distribution of \$143,492.83 which represents the Unrestricted Portion of the Fund Balance as of December 30,2024, as follows:

Allocation	Amount
Equipment Reserve	\$62,666.83
Miscellaneous Equipment or Repairs	\$66,296.18
January & February Utilities, known invoices etc.	\$14,529.82
Total	\$143,492.83
NOTE: The 2025 Spending Limitation is at 95%.	

Motion #171 – 2024

Mrs. Churchill made a motion, seconded by Mr. Cook and all approved and all approved the Treasurer’s Report and payment of vouchers #206-213 totaling \$8,077.52

Motion #172 – 2024

Mrs. Churchill made a motion, seconded by Mr. Beach and all approved of adjourning the meeting at 6:41 pm.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer