

**CALEDONIA FIRE DISTRICT**  
**February 12, 2025**

**MINUTES**

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

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Dave Boyce, Bob Jake, Kevin Stone, and Don Mosele.

Kevin Stone arrived at 7:07 pm.

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

Dave Boyce from Tompkins Insurance reviewed the District's coverage for 2025. Dave left the meeting at 6:55 pm.

**Motion #025 – 2025**

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

**Motion #026 – 2025**

- WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of applicants, Shannon Collins, residing at 3036 Main St, Angelica Escalante, residing at 9 Alpine Lane, Johnnie Ross residing at 3240 State St, Adam Shafer residing at 9 Alpine Lane, and Rachel Klier of 347 Center St., with all above parties residing in 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 Beach, seconded by Commissioner Cook, that applicants Shannon Collins, Angelica Escalante, Johnnie Ross, Adam Shafer and Rachel Klier 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

Demarco: Aye

**Motion #027 – 2025**

Mr. Beach made a motion, seconded by Mr. Cook and all approved Ezekiel Buckley for membership as a Junior Firefighter.

**Chief Churchill's Report:**

- The following reports were presented:
  - October 2024 and January 2025 Fire Report –both were provided electronically prior to meeting.
  - January Fuel Log

**Motion #028-2025**

- Mr. DeMarco made a motion, seconded by Mr. Beach, and all approved the October 2024 and January 2025 Fire Report.
- The District will fill in for Chili on February 22 from 5-11 pm.
- The Babysitters Course is scheduled to begin on March 1.
- The District will be at Springdale Farms on March 3 for a fire prevention program.

**Motion #029-2025**

- Mr. Beach made a motion, seconded by Mrs. Churchill and all approved the following purchases from Bountree in total amount of \$326.83:
  - Insta Glucose gel tube – 8 - \$51.12
  - Multi trauma dressing – 5- \$31.95
  - Dynarex lubricating jelly – 1 box \$12.79
  - Hyfin vent chest seal – 3 - \$63.87
  - Curaplex nasopharyngeal airway –
  - Curaplex oral airway kit – 3 - \$16.77
  - Multi-trauma dressing – 5 - \$11,80
  - OB kit – 3 -\$122.97

**Motion #030-2025**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of 5 adult and 2 children's AED pads from One Beat Medical at a cost of \$525. Additional quote from KMS Medical at \$688.30.

**Motion #031-2025**

- Mrs. Churchill made a motion, seconded by Mr. Beach and all approved the purchase of five batteries for the Fire Police portables from Interstate Batteries at a cost of \$60.06 each. Other quotes from Amazon at \$71 and Walmart at \$88.50 were obtained.

- Equipment Update
  - #116 – exhaust repaired
  - #118 – seat belt issue still outstanding
  - #114 – waiting on screen
  - 2017 Tahoe - Oil change and brakes done.
  - Gas meter is out for repairs.
- Deputy Chief John Murray presented the following:
  - Presented highlights of the February Livingston County Executive Chief’s meeting. See attachment Liv Co FCEM Feb 2025.
  - Reviewed January 2024 to January 2025 calls, drills etc. Results appear consistently across the board.
- The District will wait to update the iPad until the spring release of their updated version.

**Motion #032-2025**

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the purchase of a multi-band radio for the 2017 Tahoe at state contract from Motorola at a cost of \$8,843.50 and installation by Flower City at a cost of \$1,702.95.

**Motion #033-2025**

- Mrs. Churchill made a motion, seconded by Mr. Cook and all approved the purchase of five sets of gear, a state bid in the total amount of \$26,170.56.

**Motion #034-2025**

- Mr. Cook made a motion, seconded by Mr. DeMarco and all approved the purchase a positive pressure fan not to exceed \$4,460.
- A discussion was held on the possibility of building a new fire hall at Jones Hall.

**Motion #035-2025**

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

**February**

16 -Birthday party

**March**

1- NYS Fire Police Seminar

8 – Turkey Federation

9 – Birthday party

13 – CP Ward training

15- Rich vendor show

17 – Sr Citizens and Blood Drive

27 – Suit Kote meeting

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

- Mr. DeMarco noted his health insurance will cover cancer screening. United Diagnostic Screening is \$335. The District will continue to research options at this time.
- Mr. Dutton noted the District filed the Corrective Action Plan with the Comptroller in January. Melissa Kirkland from Donegan's office may also provide some guidance for implementing the requirements.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
  - Checking account #5829 ending 12/31/24 and 01/31/25
  - Money Market account #7960 ending 01/30/25.
  - Equipment reserve CD #2126.

#### **Motion #036-2025**

- Mr. Beach made a motion, seconded by Mr. Cook and all approved entering Executive Session at 8:02 pm.

#### **Motion #037-2025**

- Mr. Dutton made a motion, seconded by Mr. Cook and all approved leaving the Executive Session at 8:05 pm.

#### **Motion #038-2025**

- Mr. Dutton made a motion, seconded by Mr. Beach and all approved denial of payment to Samuel D'Agostino for his presented medical invoices due to the fact he did not follow the District's required process.

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

- The Annual Financial Report was presented.

#### **Motion #039-2025**

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the purchase of 250 checks and envelopes from Intuit in the amount of \$289.35.

#### **Motion #040-2024**

- Mrs. Churchill made a motion, seconded by Mr. Beach, and all approved the purchase of the current version of QuickBooks at an annual cost of \$702 and use of the District's credit card for payment if necessary.

**Motion #041-2025**

- Mrs. Churchill made a motion, seconded by Mr. Beach and all approved the Treasurer's Report and payment of vouchers #10-34 with the exception of #31,32 and 33 totaling \$684,138.79.

**Motion #042-2025**

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

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer