

**CALEDONIA FIRE DISTRICT**  
**April 9, 2025**

**MINUTES**

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

Excused: Fire Commissioner: Ron Beach, Jr.

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Bob Jake, Kevin Stone, Andrew Carpino, Zachary Clark, Will Dietrich, RJ Kantowski, Don Mosele, and Ethan Donaghue

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

**Motion #051 – 2025**

Mr. DeMarco made a motion, seconded by Mr. Cook and all approved of the appointment of Megan Churchill as Fire Commissioner with her term ending 12/31/2025.

**Motion #052 – 2025**

Mrs. Churchill made a motion, seconded by Mr. Cook and all approved removing Don Manley from membership due to his passing.

**Motion #053 – 2025**

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

**Chief Churchill's Report:**

- The following reports were presented:
  - March Fire Report –provided electronically prior to meeting.
  - March Fuel Log

**Motion #054-2025**

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved the March Fire Report.
- Equipment Update
  - Previous matters
    - #118 – steering box issue has been resolved

- #114 – Insurance adjuster has been out to review damage for the claim. Quote provided to commissioners.
- The gas meter has been repaired.
- Current items
  - Tahoe radio – waiting on Genesee County for radio ID.
  - Turn out gear (interior and exterior) – should be delivered within a few weeks.
  - Fire Police gear – Expect to be delivered 8/22.
- Deputy Chief John Murray reported the following:
  - #119 – Genesis determined some tools are leaking and did repairs. They will return next week for further investigation of the tools.
  - UTV trailer – Breakaway switch has rotted off, Jack stand is unstable, and breakaway battery is not consistently functioning. Quotes for repair: Davis Trailer World under \$500 with work completed in two weeks and Meyers Campers \$500-1000 and work completed two months out. Mr. Dutton requested the annual maintenance be done at the same time.
  - Livingston County Chief’s meeting confirmed that a celebratory bonfire is not in violation of the Burn law.
  - Provided report on physicals.
  - Motorola has been sending invoices to an incorrect address and billing the Fire Department. He will work with the sales side and Sue will follow up with accounts receivable to rectify the situation.
  - Vacation from 4/10-4/25. Deputy Chief Carpino will have the Tahoe in his absence.

**Motion #055-2025**

- Mr. Dutton made a motion, seconded by Mr. Cook and all approved the purchase of 15 hangers for non-structural gear for a total amount of \$105.
- Deputy Chief Carpino reported the following:
  - Training schedule:
    - April 10 – Air Compressor drill
    - April 14 - Large scale water supply drill
    - April 21- Drill with LeRoy- search and rescue and ropes and knots.
  - The Mayor offered to add showers to the Fire Hall/ Village building. The line officers will discuss and report to the Commissioners.
  - Vacation from April 25- May 4.

**Motion #056-2025**

- Mr. Cook made a motion, seconded by Mrs. Churchill and all approved the purchase of a Dewalt chain saw at a cost of \$282.72, Dewalt Flex Volt cut off saw kit at a cost of \$899, diamond metal cut off cutting saw blade at a cost of \$68.99, and Dewalt Flex Volt leaf blower at a cost of \$197 and use of the credit card for payment.

- Bob Jake reported the following:
  - Kables advised a raspberry pie device would be recommended to ensure the stability of the station board. The cost is \$150. If the raspberry doesn't work Kables will run cable for free. Revisit at May meeting.
  - Kables is requesting a list of users to set up emails.
  - Presented quotes for a replacement laptop and desktop computer due to Windows 11. Mr. Dutton inquired if the printers will also be affected by Windows 11.
- Don Mosele reported the Fire Police are considered Peace Officers under New York State law. This requires all fire police members to be registered within the Criminal Justice Service.

**Motion #057-2025**

- Mr. Dutton made a motion, seconded by Mr. Cook and all agreed the Criminal Justice Service Peace Officer registry and oath of office will now fall under the management of the Fire District Secretary.

**Motion #058-2025**

- 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.

**April**

- 11- CM football safety training
- 12- Funeral
- 13 – Easter Egg Hunt
- 19- Birthday party
- 21 – Senior citizen lunch
- 26 – Two birthday parties

**May**

- 12- Blood drive

**EMS/EMT Report**

**Motion #059-2025**

- Mr. Dutton made a motion, seconded by Mr. DeMarco and all approved the purchase of the following EMT/EMS supplies:
  - 2 – twin pack HyFin vent chest seal - \$42.58
  - 4- Rusch cushion face masks (pediatric) – 27.16
  - 2 – Curaplex blood pressure cuff (large adult) -24.98
  - 1 – Curaplex blood pressure cuff (thigh) -12.49
  - 6- Perfit ACE extrication collar (adult) – 61.74

### **Motion #060-2025**

- Mr. Cook made a motion, seconded by Mr. DeMarco and all approved the purchase of 200 PCR forms from Staples at a cost of \$177.80 and use of the credit card for payment.
- Bob Jake will contact Kables for pricing on a new iPad. The new version is now available.

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

- Mr. Dutton inquired if a VIN has been provided for the new tanker. Deputy Chief Murray noted not at this time.
- Mr. Dutton stated Cassella's garbage service will end May 31. The Village has offered to allow the District to share their containers. The Treasurer will also bring pricing to the May meeting for one tote and one recycling container.
- The commissioners reviewed the 2024 draft audit and approved moving it to the final audit. The Treasurer will contact Mengel, Metzger and Barr requesting the finalization.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
  - Money Market account #7960 ending 03/30/25.
  - JUMBO CD #7692 opened 3/12/25.
  - Reserve CD# 2763 opened 3/01/25

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

- The District received donations from Stein Farms in the amount of \$200 and \$590 in memory of Don Manley from various people. The donations in memory of Don were noted to be put into the building fund.
- The Fire Department reimbursed the District in the amount of \$7,699.46 for their portion of the insurance package policy.
- Selective reimbursed the District in the amount of \$525 for the Silverado's decal replacement as part of the deer hit.

### **Motion #061-2025**

- Mr. Cook made a motion, seconded by Mr. DeMarco and all approved payment to Firematic in the amount of \$180,997.98 for the chassis payment due on #117.

**Motion #062-2025**

- Mr. Dutton made a motion, seconded by Mr. Cook and all approved moving the \$590 received in memory of Don Manley to the Building Reserve Fund.

**Motion #063-2025**

- Mrs. Churchill made a motion, seconded by Mr. DeMarco, and approved the Treasurer's Report and payment of vouchers #54-67 totaling \$21,367.89.

**Motion #064-2025**

- Mr. DeMarco made a motion, seconded by Mr. Cook and all approved adjourning the meeting at 7:45p.m.

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer

DRAFT