

CALEDONIA JOINT FIRE DISTRICT

April 8, 2026

MINUTES

Present: Fire Commissioners Chairman Jim Dutton, Don Cook, Bill Anderson, and Tony DeMarco

Excused: Fire Commissioner Ron Beach, Jr.

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Attorney Ray DiRaddo, Kevin Stone, 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.

Kevin Stone arrived at 6:55 pm.

Ray DiRaddeo left the meeting at 7:45 pm.

Motion #044 -2026

Mr. Cook made a motion, seconded by Mr. DeMarco, and all approved of the March meeting minutes with the following amendment.

Motion # 036-2026 is amended to reflect six tires purchased for #119.

Attorney Ray DiRaddo led a discussion on Social Media Policies, noting concerns Fire Districts and Fire Departments face with social media. He will follow up with the commissioners with his recommendations for the policy.

Mr. Dutton requested Department President, Ethan Donaghue provide the District a list in writing of their concerns with the current Social Media Policy.

Mr. Dutton also recommended the Fire Commissioners review Section 5A in the New York Fire District Officers' Guide.

Membership requests from the Fire Department are tabled until next month, pending further clarification.

Chief Churchill's Report:

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

Motion #045-2026

- Mr. Cook made a motion, seconded by Mr. DeMarco, and all approved of the March Fire Report.

- Equipment Update
 - #114 – The Chief reviewed the progress Firematic is making on repairs. Estimated it should be back to the Fire Hall by the end of April.
 - #116 – Bid documents in process.
 - #118 – New tires installed. Aerial ladder test scheduled for 5/1.
 - #119- New tires installed, light tower replaced.
 - Trash pump fitting has been ordered. Cost approximately \$400.
 - Generator was serviced on 3/25
 - Ladder testing performed on 3/16.
 - TIK batteries have been received.
 - Key fobs – Mr. Dutton will provide an inventory list of key fobs.
 - The District has updated QuickBooks to the PLUS version.
- The Sensit four gas meter needs to be repaired. The cost to repair it is more than a new five gas meter. Deputy Chief Murray will bring quotes and options for replacement meters to the commissioners when he has recommendations.
- Kevin Stone provided a sample Firefighter Training Stipend policy. The Secretary will send this out electronically to the commissioners.
- David Neale received an award from Livingston County.

Approved Purchases

Motion #046-2026

- Mr. Cook made a motion, seconded by Mr. DeMarco, and all approved the purchase of a pair of HAIX Fire Eagle Air boots in the amount of \$517.

Motion # 047-2026

- Mr. Dutton made a motion, seconded by Mr. Anderson and all approved the purchase of an 11-inch iPad Air in the amount of \$699 from Apple Business.

Reported Purchases (under the \$500 threshold that do not require motion and approval)

- See April 2026 attachment.
- Bob Jake reviewed the following:
 - March Fire Report in Deputy Chief Murray’s absence.
 - The three new computers are up and running. The replaced computers were kept in the Chief’s office until it could be determined if all files came over properly.
 - Quotes were obtained to purchase the EMS iPad. They are as follows:
 - iPad
 - 8.4 inch - \$599
 - 11 inch - \$479
 - iPad Air
 - 11 inch -\$699
 - 18 inch- \$899
- Mr. Dutton requested the serial numbers of the replaced computers/laptop be provided next month, so the District may note them as surplus.

Motion #048 – 2026

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

April

- 18 -Funeral
- 19 – Party
- 20 – Senior citizen’s luncheon
- 25 – York FD Banquet

May

- 1-3 – Scrap Booking
- 9 – Funeral
- 16 – Celebration of Life

EMS Update

- AED batteries are needed. Quotes to be obtained.

Grant Update

- Nothing currently.

Fire Commissioner’s Reports

- Mr. Dutton reviewed the various insurance coverage available for firefighters through the District, Livingston County and the Volunteer Firemen’s Benefit Act.

Motion # 049-2026

- Mr. Dutton made a motion to leave the truck values as they currently are with no increase in insurance coverage, seconded by Mr. Cook.

The vote was noted as follows:

Mr. Dutton- Yes
Mr. Beach-Not Present
Mr. Cook- Yes
Mr. DeMarco-No
Mr. Anderson – No

The motion cannot move forward due to lack of three yes votes. Insurance coverage remains the same.

- Mr. Anderson noted he had presented a sample Procurement Policy for review. Mr. Dutton, note he had not had time to review it and indicated it will be brought back for discussion.
- Mr. DeMarco requested the District contact Frontier/Verizon to determine if there would be any benefit to moving services there. The Secretary will contact Frontier.

- Mr. Cook stated he had reviewed March bank statements and reconciliations for the Checking, Money Market Account, and JUMBO CD bank accounts and noted no discrepancies.

Motion #050-2026

- Mr. Anderson made a motion, seconded by Mr. DeMarco and all approved to enter Executive Session at 8:55 pm.

Motion #051-2026

- Mr. Anderson made a motion, seconded by Mr. Cook and all agreed to exit the Executive Session at 9:25 pm.

Secretary Treasurer's Report

- The District has received \$1,500 from the Mumford Fire Department for the set of gear recently sold to them.
- The Treasurer was requested to bill the Fire Department for the three Microsoft Office 2024 licenses that were installed on the computers they will receive from the District.

Motion #052-2026

- Mr. Anderson made a motion, Mr. Cook seconded, and all approved the Treasurer's Report and payment of vouchers #52- 66, totaling \$69,385.52.

Motion #053 – 2026

- Mr. Cook made a motion, Mr. DeMarco seconded, and all approved to adjourn the meeting at 9:25 pm.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer