



**Board of Fire Commissioners Meeting  
Virtual Meeting Conducted Using ZOOM  
Wednesday, June 3<sup>rd</sup>, 2020 @ 5:30pm**

1. Call to Order 17:32 by Commissioner Shafer
2. Members Present: Commissioners Burrell, Clarkson, Shafer, Tuttle  
Tardy: Commissioner VanDusen Arrived at 1752
3. Pledge of Allegiance led by Commissioner Shafer: 1734
4. Motion by Commissioner Tuttle to approve minutes of regular CJFD Commissioner's meeting on May 6<sup>th</sup>, 2020. Second Commissioner Clarkson. Carried. None opposed.
5. Motion by Commissioner Tuttle to approve renewal of CJFD's Worker' Compensation policy for district employees with The State Insurance Fund (Z 2497 615-1) for the period 7/1/2020-7/1/2021 at an estimated cost of \$273.06 and pay the full estimated annual premium of \$273.06.  
  
Second by Commissioner Clarkson. Carried. None opposed.
6. Motion by Commissioner Burrell to approve renewal of CJFD's Volunteer Firefighters Benefit Law (VFBL) policy for district volunteer firefighters with The State Insurance Fund (Z 2497 613-6) for the period 7/1/2020-7/1/2021 at an estimated cost of \$42,077.44 and the deposit premium of \$3506.45 (1/12<sup>th</sup> of annual cost).  
Second by Commissioner Tuttle. Carried. None opposed.
7. Motion to receive Treasurer's Report.
  - Motion by Commissioner Tuttle to review & approve payment of monthly bills on CJFD Expense Report for 6/3/2020.  
  
Second Commissioner Clarkson. Carried. None opposed.
  - Motion by Commissioner Burrell to approve employee payroll expense report. Second by Commissioner Tuttle. Carried. None opposed.
8. Motion by Commissioner Tuttle to discuss the status of the acquisition of real property from East Corning Fire Department, Inc. and North Corning Volunteer Fire Department, Inc.  
Second by Commissioner Clarkson. Carried. None opposed.
  - Discussion: Steve Rossettie previously agreed to assist with station 16 transfer to CJFD. Terry Hannigan has since advised that we must request permission from Attorney General's office in Rochester to effect transfer of the properties and he would like to handle this filing Resolutions to approved property transfer were



approved by ECFD and NCFD membership and their respective Board of Directors at Monday night's monthly meetings.

9. Motion to set a date in July for a 2021 Budget Workshop. Motion by Commissioner Burrell to hold it on  
Wednesday July 29<sup>th</sup> @ 5:30pm at East Corning Fire Dept. Second by Commissioner Clarkson. Carried- none opposed.
10. South Corning Firemen's Association has requested to host a chicken barbeque at Station 34 on Saturday June 20<sup>th</sup>. Drive through with social distancing precautions. Preparation starting at 7am. Will start selling 11am until gone. Motion to approve barbeque made by Commissioner Burrell, Second Commissioner Clarkson. Carried. None opposed.
11. Motion by Commissioner Vandusen to discuss EMS-related topics with District EMS Coordinator Joanne Woodard. Second by Commissioner Tuttle. Carried. None opposed.
- Discussion: Joanne received call from sales person from McKesson. Working on glucose monitors.
  - At end of June may be able to start CPR training for departments. Only can have 10 people including the instructor.
  - Questioned if thermometers should be placed at station to monitor coronavirus. Joanne to research prices.
  - Joanne working to determine if EMT license dates have been extended from NYS. Joanne working with Bruce Erway on dates.
  - Chief Brenning states has supplies such as masks. Reach out if supplies needed.
12. Motion by Commissioner Burrell to discuss firematic-related topics with District Chief and Deputy Chiefs. Second by Commissioner VanDusen. Carried. None opposed.
- Motion by Commissioner Burrell to approve repair of engine brake on Engine 70 (Station 34) by JPB Fire Services, Inc. at an estimated cost of \$1,155.75 Second by Commissioner Tuttle Carried. None opposed.
  - Deputy Chief Nehring obtained price quotes on identification tags for asset tagging. Best prices are \$972/10,000 plastic, UV rated tags and \$1800/10,000 aluminum tags (2 colors). Other quotes range to approx. \$4,000 from online sites. All peel off and stick on tags. Aluminum ones hold a little better per sales rep as they are thicker. Recommended that identification numbers be stamped on couplings Discussed starting from scratch so everything is appropriately identified and insured will be utilized on tag. Motion made by Commissioner Burrell to proceed with purchase of aluminum tags, Second by Commissioner VanDusen. Carried. None opposed.
  - Deputy Chief Nehring recommends purchase of a Drop box account. It is a cloud based service through google that will enable all 3 departments to incorporate inventory data into Excel spreadsheets so that it can then be uploaded in mass to the EM Reporting system. Cost \$240/annual. Motion to acquire made by Commissioner Burrell, Second by Commissioner VanDusen. Carried. None opposed.
  - Chief Nehring needs ATV tires replaced for both ATV's at SCFD. Three quotes- Tusk Terabite tires 8 ply. All-terrain tire. Request for 10 tires (1- 4-wheel, 1-6 wheel ATV). Per Deputy Chief Mahnke and Chief Brenning no ATV tire needs at their respective stations.  
\$109.88 for each tire with free shipping best quote. Motion to approve purchase made by Commissioner Burrell, Second by Commissioner Clarkson to purchase 10-ATV



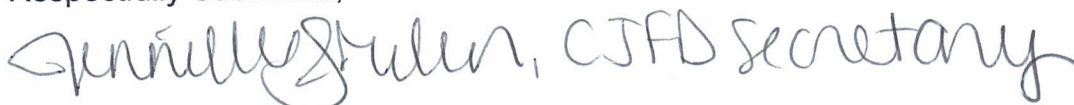
tires at \$109.99 each. Carried. None opposed. Adam will have tires mounted on ATV's.

- Verizon Wireless account: Deputy Chief Nehring requesting adjustment of tablet prices. State accounts now need to buy tablets at \$479 not \$279. However, Verizon will apply have a \$200 credit per tablet to our service account 40 days after they are active. Motion by Commissioner Tuttle to revise purchase price to \$1934.43 with a credit \$800 credit to be applied to our service contract with Verizon. Second by Commissioner Clarkson. Carried. None opposed.
- Discussion ensued regarding centralized/decentralized system for maintaining district records. Organizational documents and procurement records are being filed in the district office. Discussion about best way to retain maintenance and repair history on vehicles and other equipment. Discussed customizable reports and inventory items. It was agreed that we should download these types of records into EM Reporting. Discussed collecting vehicle titles and changing over to District. Deputy Chief Mahnke to drop off Station 43 titles at District Office.
- Deputy Chief Mahnke: One ice water suit ordered last winter arrived. Still waiting on 2 suits as they were backordered.
- It was reported that the Red Cross wants to do a blood drive at station 43 before the end of June and is requesting approval to use building. Motion made by Commissioner Burrell, Second by Commissioner VanDusen. Carried. None opposed.
- Deputy Chief Nehring reports that Occustar will do firefighter physicals on July 2 at SCFD and July 27 at ECFD. Will do social distancing. Must wear mask. Will not do pulmonary test this year because of COVOD risk. Will base off last year's information unless member had additional medical issues arise due to exposure risk. Stations requesting that CDL endorsement be paid for by District during Occustar physical. Cost is additional \$25 for approximately 10-12 members. Motion for CJFD to cover the additional \$25 cost for all members to cover current CDL endorsement with Occustar physical made by Commissioner VanDusen. Second by Commissioner Burrell. Carried. None opposed.
- Deputy Chief Nehring: Would like to start hands on training again on month-by-month basis. Will use social distancing and wear masks as able. . Will rotate to each station each week and work with station trainers. Hydrant water supply, rural water supply, hand-line advancement tentative training for month of June. Motion to resume training by Commissioner Burrell, Second by Commissioner VanDusen. Carried. None opposed.
- Quotes to be obtained utilizing state prevailing wage this week at North Corning Fire Dept for needed roof and gutter repair. Commissioner Clarkson to meet with contractor at 9am on Saturday. Will also ask contractor to look at ECFD windows where they are rotting.

13. Visitor's Comments- None.

14. Motion to adjourn the meeting @ 18:49 pm by Commissioner Burrell, Second by Commissioner VanDusen. Carried. None opposed.

Respectfully Submitted;

 CJFD Secretary

Jenniffer L. Mullen, CJFD District Secretary