



**Board of Fire Commissioners Meeting  
Wednesday, October 7<sup>th</sup>, 2020 @ 5:30pm**

**ZOOM Conference Meeting**

Meeting ID: 845 0797 6988

One tap mobile: +16465588656 US (New York)

<https://us02web.zoom.us/j/84507976988> Dial in #: +1 646 558 8656

**Meeting Minutes**

1. Call to Order by Commissioner Shafer at 1734
2. Roll Call of Commissioners present: Commissioner Burrell, Commissioner Clarkson, Commissioner Shafer, Commissioner VanDusen Absent: Commissioner Tuttle
3. Pledge of Allegiance led by Commissioner Shafer at 1735
4. Motion to approve minutes of CJFD Budget Workshop on September 23<sup>rd</sup>, 2020 by Commissioner Burrell. Second by Commissioner Clarkson. Carried. None opposed.
5. Motion by Commissioner Vandusen to approve the following nominations for membership submitted by the Fire Companies that comprise the firefighting force of the Corning Joint Fire District. Second by Commissioner Clarkson. Carried. None opposed.
  - Station 16 (ECFD): Anthony Prentice, Melissa Prentice & Matthew Miller; all nominated for membership in ECFD, Inc. on 10/5/2020
6. Motion to receive Treasurer's Report by Commissioner Burrell. Second by Commissioner Vandusen. Carried. None opposed.
  - Discussion ensued about the CJFD Expense Report for 10/7/2020 (including employee payroll expenses for September 2020). Note that \$4000 bill from Attorney Hannigan dates back to October 2019.
  - Motion to approve Treasurer's Report and pay monthly bills by Commissioner VanDusen. Second by Commissioner Burrell. Carried. None opposed.
  - Motion to approve transfer of \$125,000.00 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover CJFD's expected operating expenses through 12/31/2020 by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed. As projected in calculation of 2020 Estimated Year-end Fund Balance Report.
7. Motion to discuss the following prospective purchases by Commissioner Burrell. Second by Commissioner Clarkson. Carried. None opposed.
  - Discussion ensued about proposal to acquire 2 new Pumper Tankers in 2021 to replace TA4 (Sta 34) and TA44 (Sta43) @ estimated cost of approximately \$775,000.
8. In accordance with Public Officers Law, Article 7 Open Meetings Law, Section 105, motion made and carried to enter into Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation started at 1752. Returned to meeting at 1759.
9. Motion to approve Retainer Agreement from Attorney Terrance Hannigan for the period from 10/01/2020 to 12/31/2021 made by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.



10. Motion to review Resolution for Standardization of Self-Contained Breathing Apparatus made by Commissioner Burrell. Second by Commissioner VanDusen. Carried. None opposed.
11. Motion to discuss 2020 CJFD Elections made by Commissioner VanDusen. Second by Commissioner Clarkson. Discussion noting that Commissioners interested in serving another term must notify the CJFD Secretary by November 18<sup>th</sup> to be placed on the ballot. Commissioners instructed to email the secretary with interest letter. Secretary to follow up with Board of Election on election process.
12. Motion to discuss request to use District vehicles to facilitate distribution of educational materials on fire safety and supplemental food supplies to needy individuals residing in the Corning Joint Fire District made by Commissioner VanDusen. Second by Commissioner Burrell. Discussion on usage of vehicles and motion made by Commissioner Burrell to allow district vehicles to facilitate distribution of educational materials on fire safety and supplemental food supplies to needy individuals residing in the Corning Joint Fire District. Second by Commissioner Clarkson. Carried. None opposed.
13. Motion to discuss EMS-related topics with District EMS Coordinator made by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.
  - Temporary Modification made to SOP for BLS Response- EMS to stage until notified by AMR and/or dispatch to proceed to call.
14. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed. SOP's discussed as listed below.
  - Motion to approve the following District SOPs made by Commissioner Burrell. Second by Commissioner Clarkson. Carried. None opposed.
    - 2.0.18 Initial Scene Size-Up Reports
    - 2.0.19 Secondary Scene Size-Up Reports
    - 2.0.20 Apparatus Response
  - Other: Chief Brenning states JPB service recommendations for fire apparatus needs to be prioritized and he will sit down with other Chiefs to discuss. John Deere Gator at ECFD has problems with transmission. This is covered under warranty and being fixed.
  - Chief Mahnke state he will be back in service on Friday October 9, 2020.
15. Visitor's Comments: Commissioner Clarkson questioning if NCFD may have striping done to assist in backing up trucks as local striping company offered to complete for free. Commissioner Shafer is asking for more information regarding who the company is and if they are willing to provide proof of insurance coverage. Commissioner Clarkson to follow up.
16. Motion to adjourn the meeting @ 1835 by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.

#### **Upcoming Events / Important Dates:**

Tuesday, October 20<sup>th</sup>, 2021 Budget Hearing @ 7pm at South Corning Village Hall

Tuesday, December 8<sup>th</sup>, 2020 Annual Election of Fire Commissioners, Corning Town Hall, 6:00-9:00pm

*Annally Mullen CJFD Secretary 11/07/2020*