



**Board of Fire Commissioners Year-End Meeting  
Monday, December 28<sup>th</sup>, 2020 @ 6:30pm**

**ZOOM Conference Meeting**

**Meeting ID:** 898 5810 0007

**Invite Link:** <https://us02web.zoom.us/j/89858100007>

**One tap mobile:** +16465588656, 89858100007# US (New York)

**Dial in #:** +1 646 558 8656 US (New York)

**Meeting Minutes**

1. Call to Order by Commissioner Shafer at 1838.
2. Roll Call of Commissioners present: Commissioner Burrell, Clarkson, Shafer, Tuttle. Absent: Commissioner VanDusen.
3. Pledge of Allegiance led by Commissioner Shafer at 1839.
4. Motion to approve minutes of CJFD Commissioner's meeting on December 2<sup>nd</sup>, 2020 made by Commissioner Burrell. Second by Commissioner Tuttle. Carried. None opposed.
5. Motion to discuss outcome of 2020 Corning Joint Fire District elections on 12/8/2020 by Commissioner Tuttle. Second by Commissioner Burrell. Carried. None opposed. Commissioner Shafer- 5-year term. Commissioner Burrell 4-year term. Commissioner Gridley 3-year term. Commissioner VanDusen 2-year term. Commissioner Clarkson 1 year term. Referendum carried.
6. Motion to receive and review the Treasurer's Report by Commissioner Tuttle. Second by Commissioner Burrell. Carried. None opposed.
  - Motion to approve payment of monthly bills on CJFD's Expense Report for 12/28/2020 by Commissioner Tuttle. Second by Commissioner Burrell. Carried. None opposed.
  - Motion to approve the following fund transfers by Commissioner Tuttle. Second by Commissioner Burrell. Carried. None opposed.
    - \$4,000 from CCTC General Checking Acct (0297) to CCTC Repair Reserve Acct (4107)
    - \$4,000 from CCTC General Checking Acct (0297) to CCTC Eqpt Repair & Replacement Reserve Acct (4110)
    - \$4,000 from CCTC General Checking Acct (0297) to CCTC Capital Improvement Reserve Acct (4113)
    - \$28,000 from CCTC General Checking Acct (0297) to CCTC Apparatus Repair/Replace Reserve Acct (4116)
    - \$35,000 from CCTC ICS Shadow Acct (4090) to CCTC General Checking (0297)
7. Motion to discuss the following prospective purchases made by Commissioner Tuttle. Second by Commissioner Burrell. Carried. None opposed.
  - Procurement of Self-Contained Breathing Apparatus with Related and Incidental Equipment and Services. Motion to approve the execution by Commissioner Shafer of a purchase agreement with MES in the amount of \$166,505.60 for acquisition of SCBA equipment under the NYS HIRE Contract# 69026 on 12/31/2020. Motion to allow procurement by Commissioner Burrell. Second by Commissioner Tuttle. Carried. None opposed.
  - Procurement of 2 new Pumper Tankers in 2021 to replace TA4 (Sta 34) and TA44 (Sta43) @ estimated cost of approximately \$775,000.

8. Motion to approve payment of the following bills on or immediately after January 1, 2021 made by Commissioner Burrell. Second by Commissioner Clarkson. Carried. None opposed.

• Keller Group: 2021 Cancer Insurance Renewal eff 1/1/21	\$ 5,640.00
• Emergency Reporting: Annual subscription fee eff 1/1/21	\$ 1,932.00
• WEX; Fleet fuel (December)	\$ 376.36
<b>Total:</b>	<b>\$ 7,948.36</b>

9. Motion to discuss mandatory Fire Commissioner Training for 2021 made by Commissioner Tuttle. Second by Commissioner Clarkson. Carried. None opposed. All commissioners must take again as all elected this year. Virtual class.

10. Motion to discuss EMS-related topics with District EMS Coordinator tabled until next meeting.

11. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Burrell. Second by Commissioner Clarkson.

- Line Officer nominations reviewed. To be reviewed on January 6<sup>th</sup> at annual meeting. Motion to approve the officers on an interim basis by Commissioner Clarkson. Second by Commissioner Burrell until meeting on January 6, 2021. Carried. None opposed.
- Chief Brenning discussed need for PayPal account for inventory. Jennifer and Chief Brenning to work on this.
- Chief Brenning states Station 16 would like to turn old rescue 16 bay into day room. Would like approval to move forward in creating day room from Commissioners. Discussion occurred regarding volunteers doing work at the station and will insurance cover. Commissioner Shafer to follow up with Attorney Hannigan. To have further discussion on January 6, 2021 meeting.
- Chief Branning discussed lockers at Station 16. States AMR is interested in the lockers. States that lockers are bulky and not needed. Motion made to donate lockers to AMR if AMR would like to accept them by Commissioner Clarkson. Second by Commissioner Tuttle. Carried. None opposed.

12. Visitor's Comments- Mike Mahnke thanked Commissioners for a good year.

13. Motion to adjourn the meeting @ 1918pm by Commissioner Tuttle. Second by Commissioner Burrell. Carried. None opposed.

Respectfully submitted,

Jennifer Mullen