



Board of Fire Commissioners Meeting
Wednesday, August 4th, 2021 @ 5:30pm
Station 34-South Corning Village Hall (In-Person Meeting)
and

ZOOM Conference Meeting
Meeting ID: 849 8756 8089

Invite Link: <https://us02web.zoom.us/j/84987568089?pwd=bmYrUWwRSFN3WEtaSHhJWXNESk0xUT09>

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Pass Code: 072450

Meeting Minutes

1. Call to Order @ 1736pm.
2. Roll Call of Commissioners present: Commissioner Clarkson, Commissioner Gridley, Commissioner Shafer, Commissioner VanDusen. Absent: Commissioner Burrell.
3. Pledge of Allegiance led by Commissioner Shafer.
4. Motion to approve minutes of CJFD Board of Fire Commissioner meetings on July 7th, 2021 by Commissioner Clarkson. Second by Commissioner Gridley. Carried. None opposed.
5. Motion to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed.
 - Station 34 (SCFD): Caden Faulk
 - Station 43 (NCFD): Alexandria Good
Brittney Dominick
Ryan Breon
6. Motion to receive and review the Treasurer's Report by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.
 - Motion to approve revision of CJFD's Expense Report for 07/07/21 (+\$235.02) by Commissioner Gridley. Second by Commissioner VanDusen. Carried. None opposed.
 - Motion to approve equal distribution of 2020 2% Fire Tax proceeds (\$13,422.80) between the 3 member departments of the CJFD by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.
 - Motion to approve payment of monthly bills on CJFD's Expense Report for 08/04/2021 by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.
 - Motion to approve transfer of \$30,000.00 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover CJFD's expected operating expenses through 08/31/2021 by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
7. Motion to extend an offer of employment as Treasurer of the Corning Joint Fire District to Evan Brown, effective 09/01/2021 by Commissioner Gridley. Second by Commissioner VanDusen. Carried. None opposed.
8. Motion to review submissions on our RFP for emergency towing and repair services for CJFD apparatus. Motion by Commissioner Gridley to accept proposal submitted by B&W Towing. Second by Commissioner Clarkson. Carried. None opposed.

9. Motion to require any member of the Corning Joint Fire District who wants to drive a vehicle owned by CJFD to enroll in the NYS DMV License Notification Service (LENS) by Commissioner Clarkson. Second by Commissioner Gridley. Carried. None opposed.
10. Motion to discuss proposal from LaBella to conduct a Feasibility Study for Proposed Fire Station/Town Hall Project for \$8,200.00 by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed. Motion to cover half the cost of this study totaling \$4100 by Commissioner Gridley. Second by Commissioner VanDusen. Carried. None opposed.
11. Motion to discuss the following prospective purchases by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed.
 - Motion to cover yearly testing for power tools (e.g. Hurst/Holmatro); \$773 for Sta16; Est \$2500 for Station 34/43 by Commissioner Clarkson to cover additional cost. Second by Commissioner Gridley. Carried. None opposed.
 - Motion to complete lettering for utility trailer donated to CJFD by ECFD, Inc. with cost covered up to \$1500 by Commissioner Gridley. Second by Commissioner VanDusen. Carried. None opposed.
 - RFP for landscaping services (Station 16/43). Station 43 will continue to have members complete this work. Motion for Station 16 to obtain landscaping quotes by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed.
 - Discussion regarding RFP for IT support services. Motion by Commissioner Vandusen to initiate assessment of hard/ software at each station for content and security of data that is pertinent to District. Second by Commissioner Clarkson. Carried. None opposed.
 - Discussion regarding EAP services for CJFD members Motion made by Commissioner VanDusen to initiate review of possible EAP services to include discussion with Clinical Associates of the Southern Tier by Commissioner Shafer. Second by Commissioner Clarkson. Carried. None opposed. Commissioner Shafer to begin review.
 - Chief Nehring discussed rope equipment. Requesting up to 4 additional bags. Motion made by Commissioner VanDusen to authorize purchase of 4 rope bags. Second by Commissioner Clarkson. Carried. None opposed.
 - Motion made by Commissioner Gridley to purchase up to 25 District shirts not to exceed \$300 in a variety of sizes. Second by Commissioner VanDusen. Carried. None opposed.
 - Discussion regarding painting floors and adding lines on pavement for backing up truck at all three stations. Common plan to be created and supply quote to be discussed next month.
12. Discussion regarding recruitment initiatives for CJFD
 - Follow-up: "Firefighter Experience Camp" (July 7-9, 2021). Positive feedback noted from participants and members.
13. District EMS Coordinator not present. No discussion occurred.
14. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed.
 - Common Volunteer Application for CJFD completed by Chief Nehring. Application vetted by Attorney Hannigan. Motion to authorize and utilize common application and personnel form (contingent upon approval from Attorney Hannigan) by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
 - Annual hose/ladder/fire extinguisher testing completed for all 3 stations
 - Review of CJFD Non-response events. Discussion with Chief Mahnke regarding response of members. Discussion to be held with member regarding responses and training attendance. Point system to possibly be initiated to encourage attendance. East Corning attendance policy/point system to be reviewed and possibly initiated at all stations. Discussion regarding increased need of drivers.
 - Other: Air Pack inspection bill to be submitted by Station 43 to District. All bottles are hydro-tested at station 43 per Chief Mahnke.
 - Discussion regarding new member transfer. Discussion regarding creating District wide transfer form and whether departments may refuse transfers. Commissioner Shafer to draft transfer form.
 - Commissioner Clarkson discussed Mike Kennis needing to finish fixing crack in floor. Commissioner Shafer to follow up.
 - Commissioner Clarkson discussed feasibility of connecting Station 43 to the city sewer system versus current septic system use. Commissioner Clarkson and Commissioner VanDusen to follow up feasibility and cost proposals

- Brad Jacobus states asset inventory is currently in-process. Using estimated replacement value for most inventory items.
- Brad Jacobus submitted 3 catering proposals for District Picnic to Commissioners for review. Motion to accept proposal from FGOE corporation to cater picnic by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed. This price includes plates, clean up, set up, soft drinks and all food noted on quote. Picnic to be held September 18, 2021. Venue rental will be approx. \$250 at Herlich's Landing. Sam Pallet band to perform for \$350.

15. Visitor's Comments: none

16. Motion to adjourn the meeting @ 1930pm.

Respectfully Submitted,



Jenniffer L. Mullen, CJFD Secretary

Upcoming Events / Important Dates:

1. Wednesday, August 18th: CJFD Bd of Fire Commissioners 2022 Budget Workshop#1 at Station 16 at 5:30pm.

2. Wednesday, September 1st: CJFD Bd of Fire Commissioners Monthly Meeting at Station 43 at 5:30pm

3. Wednesday, September 22nd: CJFD Bd of Fire Commissioners 2022 Budget Workshop#2 at Station 16 at 5:30pm