



**Board of Fire Commissioners Meeting  
Wednesday, September 1<sup>st</sup>, 2021 @ 5:30pm  
Station 43-North Corning Fire Department (In-Person Meeting)**

**and  
ZOOM Conference Meeting  
Meeting ID: 849 8756 8089**

**Invite Link:** <https://us02web.zoom.us/j/84987568089?pwd=bmYrUWhRSFN3WEtaSHhJWXNESk0xUT09>

**One tap mobile:** +16465588656,84987568089#,\*072450# US (NY)

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

**Pass Code: 072450**

**Meeting Minutes**

1. Call to Order by Commissioner Shafer @ 1733.
2. Roll Call of Commissioners present: Commissioner Burrell, Commissioner Clarkson, Commissioner Gridley, Commissioner Shafer, Commissioner VanDusen.
3. Pledge of Allegiance led by Commissioner Shafer.
4. Motion to approve minutes of CJFD Board of Fire Commissioner meetings on August 4<sup>th</sup>, 2021 and August 25, 2021 by Commissioner Gridley. Second by Commissioner Burrell. Carried. None opposed.
5. Motion to receive and review the Treasurer's Report by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.
  - Motion to approve payment of monthly bills on CJFD's Expense Report for 09/01/2021 by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.
  - Motion to approve transfer of \$25,000.00 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 Burrell. Second by Commissioner Gridley. Carried. None opposed.
6. Motion to administer Oath of Office for Evan Brown as the new Treasurer of the Corning Joint Fire District, effective 09/01/2021 by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed. Oath of Office administered by Commissioner Shafer to Evan Brown.
7. Motion to discuss draft of 2022 Budget by Commissioner VanDusen. Second by Commissioner Gridley. Carried. None opposed.
  - CJFD Statutory Spending Limit for 2022 (\$640,556 est) discussed by Commissioner Shafer.
  - NYS Cap on budget increase for 2022 (TBD) discussed by Commissioner Shafer.
  - Current Budget deficit with 1.5% proposed increase in 2022 tax levy: \$-13,993 discussed by Commissioner Shafer.
  - Proposed add on purchases: 3 new thermal imaging cameras (\$2900 each). Personal flashlights (approximately 35 @ \$60 each), 2-piece forest fire turnout sets (\$750 each). Replace halogen bars.
  - Long-term strategic planning / capital construction / debt management matters discussed
8. Motion to discuss the following prospective purchases by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
  - Station 16 driveway repair. \$15,000 quote by Larry's Paving to pave. To be divided between the Veterinary Hospital, the Steele Foundation and CJFD. Steve Rossettie drawing up the easement agreement between the three parties. Commissioner Gridley concerned with weight of truck on paved driveway with 3" asphalt. Discussed stronger base and having work done that may have binder and a



top. Commissioner Shafer to follow up with Steve Rossettie on quote for modification of specs. Chief Brenning willing to look for other quotes.

- Chief Brenning discussed truck specs. Commissioner Burrell and Chief Brenning completed final inspection of pumper. States founds several areas that they wanted improvement such as shelves and other add-ons. Cost increased approx. \$2500 per truck (total \$5000). Motion to approve approx. \$5000 increase of truck cost by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.

9. Motion to discuss recruitment initiatives for CJFD (passed over as no issues to discuss)

10. Motion to adopt Policy & Procedure for Application for Membership by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed.

11. Motion to discuss EMS-related topics with District EMS Coordinator. Joanne not present. Discussion led by Chief Brenning regarding EMT class for 3 members.

- 3 members want to take EMT from Station 43. E-learning my lab needed to be purchased for members. \$149.32 per person for Brittany Misnick, Jake Locke, Terry Borden. Total \$447.96. Motion by Commissioner Clarkson to cover cost of \$447.96 for e-learning. Second by Commissioner VanDusen. Carried. None opposed.

12. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.

- JPB at Station 43 and installing new batteries on TA-20 (Sta16) this week. Station 34 to be completed this week.
- Company 47 adopted. Effective today, select Interior FF's will be allowed to go station-to-station to assist with manpower. Chief Brenning would like to purchase gear bag for each member of company 47 to keep gear in their vehicles to go back and forth. Gear bags from MES \$65 each. Fire store \$70.39 a bag. Chief Brenning requesting 14 bags to start. Motion to approve purchase of 15 gear bags (so there is an extra bag) for \$65 each. Second by Commissioner Clarkson. Carried. None opposed.
- Line officers would like to use one open bay at Station 43 as a gear locker. Long term plan would also include placing washer/dryers in this area. This locker will be used to store gear, outfit new firefighters etc. Need to build breach wall and wire enclosure for gear room and construction materials will be needed (wood, shelving, hooks etc.) Motion made to approve up to \$600 for materials for gear room by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.

13. Visitor's Comments: none

14. Motion to adjourn the meeting @ 1825 pm by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.

Respectfully submitted,

  
Jenniffer Mullen, Secretary

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

Wednesday, September 22<sup>nd</sup>, 2022, Budget Workshop# 2 @ 5:30pm; Station 34 (South Corning Village Hall;  
NOTE this is a Location Change)

Wednesday, September 29<sup>th</sup>, Last Day to prepare/adopt 2022 Budget and estimate year-end fund balances and  
make available to public and post on website

Friday, October 1<sup>st</sup>, Vacancy in office determination date

Monday, October 4<sup>th</sup>, Last date to post Notice of 2022 Budget Hearing on Fire District and Town websites

Wednesday October 6<sup>th</sup>, CJFD Commissioner's Meeting @ 5:30pm; Station 34 South Corning Village Hall

Wednesday October 13<sup>th</sup>, Last Day to publish Notice of Public Hearing in official newspaper and post on Town  
Clerks signboard

Tuesday, October 19<sup>th</sup>, 2022 Budget Hearing @ 7pm at Station 16 (ECFD)