



**Board of Fire Commissioners Meeting  
Wednesday, December 1<sup>st</sup>, 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=bmYrUWhRSFN3WEtaSHhJWXNESk0xUT09>**

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**Meeting Minutes**

1. Call to Order by Commissioner Shafer at 1738.
2. Roll Call of Commissioners present: Commissioner Burrell, Commissioner Clarkson, Commissioner Gridley, Commissioner Shafer. Absent: Commissioner VanDusen.
3. Pledge of Allegiance led by Commissioner Shafer.
4. Motion to approve minutes of CJFD Board of Fire Commissioner meetings on November 3<sup>rd</sup>, 2021, and November 10<sup>th</sup>, 2021 by Commissioner Clarkson. Second by Commissioner Gridley. Carried. None opposed.
5. Motion by Commissioner Clarkson to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District contingent on completion of successful background checks. Second by Commissioner Burrell. Carried. None opposed.
  - Station 16 (ECFD): Larry Binder  
Benjamin Rydzewski  
Jonah Brown
  - Station 34 (SCFD): Paul O'Brian
6. Motion to receive and review the Treasurer's Report by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
  - Motion to approve payment of monthly bills on CJFD's Expense Report for 12/01/2021 by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
  - Motion to approve transfer of \$18,000.00 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover CJFD's operating expenses through 11/30/2021 by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
  - Motion to set the compensation rate for election officials for our Annual Election on 12/14/2021 at \$50.00 per person by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed.
7. Motion to discuss status of the following CJFD initiatives by Commissioner Gridley. Second by Commissioner Burrell. Carried. None opposed.
  - Temporary repair of Station 16 access road completed after donation of time/materials by Commissioner Gridley and Chief Brenning. Discussed plan to have an RFP ready to issue in March 2022 for having access road paved.
8. Motion to discuss the following prospective purchases by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed.



- Chief Nehring reports repair of hovercraft motor higher than expected. Took longer to clean carbon out of motor and this increased labor charge. Exhaust and temperature sensors, exhaust springs and small misc. parts need repair as well. Hovercraft has been running on 1 fuel cell instead of 2. Total for parts with shipping \$581.22 from OEM. Motion to approve purchase by Commissioner Gridley. Second by Commissioner Burrell. Carried. None opposed.
- Joanne Woodard, EMS Coordinator requests purchasing 6 medical bags so all bags at each station match. Each bag is approx. \$198. Requesting \$1200 for the 6 bags plus shipping costs. Requesting \$750 for supplies for bags as well and repository for common stock. Dave to work with Joanne on supplier (McKesson). Motion to approve purchase by Commissioner Burrell. Second by Commissioner Clarkson. Carried. None opposed.
- Commissioner Burrell requested the same digital lock that was recently installed at Station 34 also be installed at Station 16 and 43. Chief Nehring to assist with placing of locks. Motion made by Commissioner Burrell to purchase 2 digital locks at approx. \$250 each for Station 16 and 43. Second by Commissioner Clarkson. Carried. None opposed.

9. Motion to discuss recruitment initiatives for CJFD – tabled until next month.

- 2022 FF Experience Camp

10. Motion to discuss CJFD Annual Election on 12/14/2021 and vacancy on CJFD Board of Fire Commissioners on 01/01/2022 by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed. Commissioner Shafer sent notice via IAR requesting anyone interested in running for election or appointment to a commissioner position notify CJFD Secretary by November 24<sup>th</sup>. No one responded so John Clarkson is the only candidate on ballot for December 14, 2021. District resident Larry Eccleston notified Secretary Mullen that he would be interested in appointment to Commissioner VanDusen's seat. Commissioner Shafer will invite him to attend our next meeting on December

11. Motion to review draft of 2022 CJFD Commissioner Meeting schedule by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed. Following discussion, motion to accept 2022 Commissioner Meeting schedule made by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.

12. Motion to discuss EMS-related topics with District EMS Coordinator tabled until next month.

- BLS update forms submitted by Joanne Woodard to Commissioner Shafer.

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

- NY Cancer Coverage roster for 2022 completed by Chief Brenning and submitted to NYS on 11/30/2021. Commissioner Shafer to submit to insurance carrier.
- ECFD, Inc. FEMA SAFER grant at end of 4-year term. During term, funds were used to purchase and install an electronic sign, obtain physicals and acquire turnout gear for new members, and pay tuition stipends to members. Amendment request has been filed to extend term of the grant by 6 months. Proposed using remaining funds for: a multi-media recruiting video of 2021 FF Experience Camp, purchase 5 sets of turn out gear for new recruits, pay for advanced training programs on officer training, elevator emergencies, light engine and truck ops, and pump op training for engine 25. Also requesting to use \$10,000 for Station 16 repairs/upgrades, \$10,000 for exercise equipment, and \$5,000 for establishing an Explorer/Cadet program.
- SOP's:
  - Membership Roster Requirements Rev 2; 1<sup>st</sup> Read. To be taken to the membership this month for feedback. Commissioners to review and possibly adopt at end of year meeting.
- Station 34 needs bay door on 92 does not close all the way. Water seeping in under the doors. Would like landlords to address. Looking above truck bay doors- blocks above doors are moving and at risk for hitting someone in head. Mayor Thomas was made aware per Chief Nehring. Requesting that landlords manage building repairs were request. Commissioner Shafer to follow up.
- Inventory being managed well at this time. All radios are complete. Per Brad Jacobus will attempt to have completed by end of 2021.

14. Visitor's Comments: none

15. Motion to adjourn the meeting @ 1839pm by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.

Respectfully submitted,



Jenniffer L. Mullen, CJFD Secretary

**Upcoming Events / Important Dates:**

Tuesday, December 14<sup>th</sup>, 2021, CJFD Annual Election at Corning Town Hall from 6-9pm.

Wednesday, December 29<sup>th</sup>, 2021, CJFD Fire Commissioner's Year-end Meeting at Station 16 at 5:30pm.