



**Board of Fire Commissioners Meeting
Wednesday, March 2nd, 2022
Station 43 North Corning Fire Dept, Inc.**

Meeting Minutes

1. Call to Order by Commissioner Shafer at 1737.
2. Roll Call of Commissioners present: Commissioner Burrell, Commissioner Clarkson, Commissioner Eccleston, Commissioner Gridley, Commissioner Shafer
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion to approve minutes of CJFD Board of Fire Commissioner meeting on February 2nd, 2022 by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.
5. Motion to reinstate Seth McDowell (Sta43) to active duty after being granted a Leave of Absence by the Board of Fire Commissioners on December 29th, 2021 by Commissioner Clarkson. Second by Commissioner Eccleston. Carried. None opposed.
6. Motion to acknowledge separation of the following members from the Corning Joint Fire District as noted below by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed.
 - Jaivon Fisher (Station 16) resigning
 - Linsey McConnell (Station 34) resigning
 - Kayla Habberfield (Station 43) transferring to social member status in NCFD, Inc.
 - Scott Bullock (Station 16) resigning
7. Motion to review and act on proposed Retainer Agreement with Hannigan Law Firm for legal counsel services in 2022 by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.
8. Motion by Commissioner Eccleston to approve annual payment for 2022 (Yr2 of 3) in the amount of \$44,416.66 on a \$130,000 Statutory Installment Bond for acquisition of SCBA equipment in 2021. Second by Commissioner Clarkson. Carried. None opposed.
9. Motion to receive and review the Treasurer's Report by Commissioner Eccleston. Second by Commissioner Clarkson. Carried. None opposed.
 - Motion to approve revision of CJFD Expense Report for 2/2/22 to \$51,160.39 (-\$554.40) by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed.
 - Motion to approve payment of monthly bills on CJFD's Expense Report for 03/02/2022 by Commissioner Eccleston. Second by Commissioner Gridley. Carried. None opposed.
 - Motion to approve transfer of \$50,000.00 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover CJFD's operating expenses by Commissioner Eccleston. Second by Commissioner Clarkson. Carried. None opposed.
 - EFPR requesting extension on filing CJFD's 2021 AUD report with NYS OSC
10. Motion to review PESH SH900.1 summary report of occupational injuries and illnesses for CJFD in 2021 by Commissioner Eccleston. Second by Commissioner Gridley. Carried. None opposed. No OSHA recordable or reportable injuries reported.

11. Motion to review summary of Workplace Violence reports for CJFD in 2021 by Commissioner Burrell. Second by Commissioner Eccleston. Carried. None opposed. No incidents of workplace violence reported.
12. Motion to review and act on Resolution 1 of 2022 to approve putting SP43 (originally purchased by North Corning Fire Department, Inc in 2013 for \$18,500) out to auction with Auctions International in anticipation of selling this surplus asset by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed. March 16th, 2022 Auctions International to come take photos and put SP43 up for auction.
13. Motion to discuss status of the following CJFD initiatives by Commissioner Eccleston. Second by Commissioner Burrell Carried. None opposed.
 - Paving project-Sta 16. Exit road used is not East Corning's but Steele Foundation and Dalrymple's. Attorney Steve Rossettie has drafted an Easement and Road Maintenance agreement for the affected parties to review to that will ensure continued access for all and define cost-sharing responsibilities. Discussion occurred regarding options of who should be responsible for payment. Attorney Rossettie has agreed to issue an RFP to local contractors for paving the road. Issue tabled until quotes are received.
 - Renovation project-ECFD, Inc. is requesting permission to renovate a vacant truck bay at Station 16. ovated at cost of \$10,000. Per Commissioner Shafer, if ECFD completes this work they will get reimbursed up to \$10,000 from their FEMA SAFER grant. Reframing of windows already approved in 2021 by Board of Fire Commissioners is included in the work plan for this renovation. Motion to approve ECFD, Inc. request to proceed with this project made by Commissioner Eccleston. Second by Commissioner Burrell. Carried. None opposed.
 - RFQ for \$700,000 in loan financing for purchase of 2 new pumper tankers to be discussed at later meeting as still putting together.
14. Motion to discuss the following prospective purchases tabled until next meeting.
 - NYSAFD Leadership Summit May 5-7, 2022
15. Motion to discuss recruitment initiatives for CJFD by Commissioner Eccleston. Second by Commissioner Gridley. Carried. None opposed.
 - 2022 FF Experience Camp. Motion to purchase Konix box up to \$5,100 by Commissioner Gridley. Second by Commissioner Burrell. Carried. None opposed. Two quotes were reviewed (\$5,100 and \$5,900). May arrive in 3-5 days.
 - Per Commissioner Shafer, FEMA SAFER grant funds will reimburse ECFD for development of a video compilation of 2021 FF Experience Camp as long as it is completed by May 24th, 2022.
16. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.
 - District SOPs:
 - 1.0.10 Social Media Tabled.
 - Commissioner Clarkson reported that Dillon Kapral submitted a Membership Application to North Corning Fire Department, Inc and it was accepted at their last monthly meeting. Motion by Commissioner Clarkson to accept Dillon Kapral as a member of CJFD on a contingency basis while his background check is being completed Second by Commissioner Gridley. Carried. None opposed.
 - A representative of CJFD's EAP provider, Clinical Associates, will be meeting with line officers on Monday, March 7th at 6pm at Station 16 to familiarize them with covered services for CJFD members.
 - 2 new EMT's – Jake Locke and Brittany Misnick. Congratulations!
 - 2 CJFD members are participating in a Schuyler County EMT Class (James Hall & Anthony Prentice)
 - Ben Rydzewski is participating in a EMT re-certification class at the Big Flats FD.
 - Marv Olmstead purchased and installed 2 new lights for station 16 and is working on the breakers.
 - Discussion ensued about purchasing the 3 new TICS that are in the 2022 budget (\$2,100 each). Dave to review state contract for pricing.

17. Visitor's Comments: none

18. Motion to adjourn the meeting @ 1847 pm by Commissioner Burrell. Second by Commissioner Gridley. Carried. None opposed.

Respectfully Submitted,


Jenniffer L. Mullen, CJFD Secretary

Upcoming Events / Important Dates:

Wednesday, April 6th, 2022, CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm.