



**Board of Fire Commissioners Meeting
Wednesday, August 3rd, 2022
Station 43 North Corning Fire Dept, Inc.**

Meeting Minutes

1. Call to Order by Commissioner Shafer at 1731
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 July 6th, 2022 by Commissioner Burrell. Second by Commissioner Clarkson. 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.
 - Station 34/16 (SCFD/ECFD): Application in process from Matt Cook, a career firefighter from VT who just moved to the Corning area. He is undecided about which fire company to join. Motion by Commissioner Eccleston to approve applicant contingent upon nomination by a member fire company and completion of a satisfactory background check Second by Commissioner Clarkson. Carried. None opposed.
6. Motion to receive and review the Treasurer's Report by Commissioner Clarkson. Second by Commissioner Eccleston. Carried. None opposed.
 - Motion by Commissioner Eccleston to approve equal distribution of \$8,277.28 in 2022 2% Fire Tax revenue received by CJFD from NYS Div. of Financial Services via direct deposit on 7/5/2022. Second by Commissioner Burrell. Carried. None opposed.
 - Motion by Commissioner Gridley to approve payment of monthly bills with addition of \$133.24 for water bill for Station 43 to CJFD's Expense Report for 08/3/2022. Second by Commissioner Eccleston. Carried. None opposed.
 - Motion by Commissioner Gridley to approve transfer of \$15,000.00 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover CJFD's monthly operating expenses. Second by Commissioner Eccleston. Carried. None opposed.
 - Review status of CJFD's engagement with EFPR for development of our 2021 AUD report and audit of our 2021 financial statement.
 - Reminder: CJFD Budget Meeting Wednesday, August 17th at 5:30pm @ Station 43
7. Motion by Commissioner Eccleston to discuss CJFD Mileage Reimbursement Policy for officers/members. Second by Commissioner Clarkson. Carried. None opposed. IRS rate has been increased to 62.5 cents per mile. Motion to approve mileage reimbursement rate at IRS rate of 62.5 cents per mile by Commissioner Gridley. Second by Commissioner Burrell. Carried. None opposed. Discussion from Commissioner Burrell that department vehicle should be taken to all classes/events as possible. Mileage should be submitted from home station to destination. Commissioner Shafer to work on policy for this. MapQuest submission for mileage verification discussed. Discussion also ensued about paying chief's mileage costs vs purchasing chief's vehicles. NYS has policy regarding use of a Chief's vehicle, and it is very restrictive. Commissioner Burrell recommending that we implement a vehicle maintenance agreement for chief's personal vehicles as other organizations have done. Chairman Shafer to review guidelines regarding stipends and discuss at budget meeting.

8. Motion by Commissioner Eccleston to discuss status of the following CJFD initiatives. Second by Commissioner Gridley. Carried. None opposed.
- Paving project-Station 16. Town unable to provide paving services. Discussed updating quote from Christy's for paving the area. Commissioner Shafer notified Attorney Steve Rossettie that CJFD would be willing to pay 1/3 the cost of this project as proposed in the original roadway maintenance agreement. Chief Brenning to call Christy's tomorrow for quote.
 - Discussion about status of transferring ownership of Stations 16 & 43 to CJFD. Waiting on title search for NCFD property to be completed. ECFD deed and other documents were updated a couple of years ago. Attorney Hannigan wants to complete both transfers at the same time.
 - Discussion about status of Feasibility Study for replacing Station 34. Town of Corning paid for study, and it now includes participation of the Village of S Corning. Waiting for Labella to complete their updates. Recommendations will then be presented to the Town, Village and CJFD for review and discussion.
 - Discussion about status of tanker/pumper purchase. Chief Brenning, Chief Nehring, Commissioner Burrell and Asst Chief Brenning traveled to Iowa to view tanker/pumpers. A few minor areas needed attention. They will be lettered tomorrow and go to Syracuse on Thursday for final preparations. Chief Nehring discussed the need for supplemental equipment for these vehicles. Total being requested for new equipment is \$7,530.50. Motion by Commissioner Eccleston to approve equipment list provided by Chief Nehring Second by Commissioner Gridley. Carried. None opposed.
 - Discussion about proposed sale of surplus assets. NYS law requires that a permissive referendum be conducted prior to disposal of any assets valued between \$20,000-\$100,000. If no objections are raised within 30 days of an adopted resolution to dispose of the surplus equipment, CFJD may proceed. Need to complete due diligence to ensure best economic value in selling vehicle. Discussion regarding finding appropriate value. Discussed reviewing against Auction International for appropriate value. Motion by Commissioner Eccleston to place a notice in the paper that we will accept sealed bids for 3 surplus tankers valued at less than \$20,000 until Wednesday, September 7th, 2022 at 5:30pm. Second by Commissioner Clarkson. Carried. None opposed.
 - Thurston Fire District has expressed an interest in purchasing Engine-59 as they do not have an engine at this time. Chief Brenning will take E59 to Thurston to ensure it fits in their station. Thurston questioning price range and considering \$60-80,000. Motion to propose \$75,000 purchase price to Thurston by Commissioner Gridley. Second by Commissioner Burrell. Carried. None opposed. A permissive referendum is required to dispose of E59.
9. Motion to discuss recruitment initiatives for CJFD by Commissioner Eccleston. Second by Commissioner Clarkson. Carried. None opposed.
- 2022 FF Experience Camp. Elks club donated \$2,000. Forrest View Gang Mills offering to pay for food. 26 students signed up. Burn pods completed. Motion by Commissioner Gridley to allow Jen Mullen to purchase needed pocket masks for CPR training for camp participants. Second by Commissioner Eccleston. Carried. None opposed.
10. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Gridley. Second by Commissioner Clarkson. Carried. None opposed.
- Update: Proposed Community Service Programming (i.e. Smoke Alarms, Fire Prevention, etc) Jen Mullen to present to Rotary before next month's meeting.
 - Chief Brenning states hose testing was moved to end of September instead of August. Planned out to hold on Monday so Brad Jacobus can inventory it at the same time.
 - New hurst tools purchased by ECFD, Inc. will arrive Friday and be donated to CJFD for deployment at Station 16. Old Halmatro equipment will be removed from of service. Chief Brenning recommended that we give this equipment to Thurston Fire District if they purchase E59so that they will have rescue tools to use in their community. Chairman Shafer to complete a resolution to include Holmatro tools with sale of truck.
 - Ralph Miller Pump House- 1973 Ford 361 Gasoline Engine. This needs a starter (found through NAPA). Would like permission to buy a few parts to return this asset to operation. Motion made by Commissioner Eccleston to provide \$500 to repair pump house. Second by Commissioner Gridley. Carried. None opposed.

- Waxing of Station 16 meeting hall floor by D&R discussed. \$1,175 quote given for review. Would like to have completed after library sale. Would like to try and attempt to find another quote and revisit next month.
- B&W to hold electric vehicle training class. \$250 per person cost for class. Commissioner Burrell states Bath Fire Dept just held a class approx. 6 months ago sponsored by insurance company. Completed at Goodrich held by Code 4. Commissioner Shafer would like to discuss discount price with larger group (i.e. deal for 10 people). Chief Brenning to follow up on B&W. Commissioner Burrell to follow up on Bath class and who completed this.

11. Visitor's Comments:

- Brad Jacobus discussing review of bylaws. Would like Commissioner Shafer to see if template for bylaws exists that he could share with SCFA. Commissioner Shafer would like to see all firm companies using the same template for bylaws. Commissioner Shafer to follow up.
- Chicken BBQ for station 43 changed from August 7th to August 14th.
- Discussed hardship with contacting Verizon to change phone service at Station 43. Unable to get AT&T to provide a transfer authorization. Will try again before next meeting.

12. Motion to adjourn the meeting @ 1915pm by Commissioner Eccleston. Second by Commissioner Gridley. Carried. None opposed.

Respectfully Submitted,



Jenniffer L. Mullen, CJFD Secretary

Upcoming Events / Important Dates:

Wednesday, August 17th, 2022, CJFD 2023 Budget Workshop at Station 43 at 5:30pm (NEW DATE)
Wednesday, September 7th, 2022, CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm
 (INCLUDING vote on 2023 Proposed Budget).