



**Board of Fire Commissioners Meeting  
Tuesday, March 1<sup>st</sup>, 2023  
Station 43 North Corning Fire Dept, Inc.**

**Meeting Minutes**

1. Call to Order at 1740 by Commissioner Shafer
2. Roll Call of Commissioners present: Commissioner Clarkson, Commissioner Shafer, Commissioner Eccleston Absent: Commissioner Burrell & Commissioner Gridley
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion made by Commissioner Clarkson with a second by Commissioner Eccleston to approve minutes of CJFD Board of Fire Commissioner meeting on February 1<sup>st</sup>, 2023. Motion carried with 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. No membership applications pending at this time. Tabled until next month.
  - Stations 16/34/43:
6. Motion made by Commissioner Eccleston with a second by Commissioner Clarkson to review proposed amendments to the Policy & Procedure for Reimbursement of Operating Expenses for Chief/Deputy Chief Use of Personal Vehicle for Fire District Purposes that was adopted 2/1/2023. Motion carried. None opposed.
  - Discussed paying the three Assistant Chiefs \$50 a month for maintenance expenses for CJFD use of their personal vehicles, retroactive to 1/1/2023. Funds are available in the 2023 Budget to support this update. Motion made by Commissioner Clarkson to approve maintenance reimbursement with second by Commissioner Eccleston. Motion carried. None opposed.
7. Motion made by Commissioner Eccleston with a second by Commissioner Clarkson to receive and review the Treasurer's report. Motion carried. None opposed.
  - Motion to approve Treasurer's Report with total expenses of \$81,421.46 by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.
  - Motion by Commissioner Clarkson with a second by Commissioner Eccleston to approve transfer of \$60,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover monthly expenses. Motion carried. None opposed.
  - 2022 AUD/Independent audit status report discussed with Treasurer Brown.
  - Commissioner Burrell joined the meeting at 1756.
8. Motion made by Commissioner Eccleston with a second by Commissioner Clarkson to discuss status of the following CJFD initiatives. Motion carried. None opposed.
  - RFP for paving project-Sta 16. Motion made by Commissioner Eccleston with a second by Commissioner Clarkson to pay up to \$10,000 for our share of project of paving project. Steele Foundation leading the project.
  - Transferring ownership of Stations 16 & 43 to CJFD – No updates at this time.
  - Feasibility of replacing Station 34 – No updates at this time.
  - Rotary Grant Program – Will have update next month after meeting with the schools for identifying lower income homes in the district to provide smoke detectors.
9. Motion made by Commissioner Eccleston with a second by Commissioner Clarkson to discuss the following prospective purchases. Motion carried. None opposed.
  - Janitorial service proposals (16/43): Reviewed quotes of Greenstar, Nightshift, and Clean Sweep .It was decided that fire company members should be responsible for maintaining the general cleanliness of each station.

- Motion made by Commissioner Eccleston with a second by Commissioner Clarkson to purchase CJFD patches for \$525 from Whole Sale patches. Motion carried. None opposed.
- Discussion regarding dress shirts for members from Ranger Outfitters. \$145 for 60 members estimated. Will have short sleeve, long sleeve, and pants for each member. This price will include sewing patch onto dress shirts. Motion made by Commissioner Burrell to outfit members who have met annual participation requirements, up to \$10,000 for 2 shirts, dress pants, badge and belt with a second by Commissioner Eccleston. Motion carried. None opposed.
- Purchase of a new smoke machine: Discussion tabled until it can be determined whether a unit at Station 43 will meet our needs.
- Proposal to upgrade lighting package on E92. Presentation completed by Chief Nehring regarding benefit of upgrading with focus on safety and reduced strain on electrical system. First package \$10,045.38. Second package \$10,967.64. Third package \$12,465. Will take 8-12 weeks to be delivered with 30-day account for payment after delivery of items. Will revisit this at next month meeting after Engine 70 returns and estimate is reviewed.
- Engine 70 must go to Syracuse for repair around March 13th. Truck backing in, hit side of building with door open. Possible insurance claim for this event. Motion to approve up to \$17,500 without another meeting/discussion to fix needed repairs by Commissioner Eccleston with second by Commissioner Burrell. Motion carried. None opposed.

10. Motion made by Commissioner Eccleston with a second by Commissioner Burrell to discuss recruitment and retention initiatives for CJFD. Motion carried. None opposed.

- LOSAP Cost/Benefit Projection – Penflex representatives will attend our next quarterly membership meeting on May 1, 2023 to discuss program with the members. 45 minutes allotted for presentation.
- Firefighter Points-based Incentive Plan – no updates at this time
- 2023 FF Experience Camp – no updates at this time.
- CJFD Educational Expense Reimbursement Program – no updates at this time.

11. Discuss firematic-related topics with District Chief and Deputy Chiefs. Tabled until next month as no new updates.

12. Visitor's Comments – none present

13. Motion to adjourn the meeting @ 1919 pm.

Respectfully submitted,



Jennifer Mullen, Secretary

**Upcoming Events / Important Dates:**

Wednesday, April 5<sup>th</sup>, 2023, CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm.