



**Board of Fire Commissioners Meeting
Wednesday, August 2nd, 2023
Station 43 North Corning Fire Dept, Inc.**

Minutes

1. Call to Order by Commissioner Shafer at 1732.
2. Roll Call of Commissioners present: Commissioner Clarkson, Commissioner Eccleston, Commissioner Shafer. Absent: Commissioner Gridley
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion to approve minutes of CJFD Board of Fire Commissioner meeting on July 5th, 2023 by Commissioner Eccleston with a second by Commissioner Clarkson. Motion 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 tabled until next month. 5 applications pending until Association reviews.
6. a. Motion to approve the resignation of 1st Assistant Chief Derrike Kennedy as a member of the Corning Joint Fire District by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.
b. Motion to approve the resignation of Kalen Knickerbocker as a member of the Corning Joint Fire District by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.
7. Motion to receive and review the Treasurer's Report by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.
 - Motion to accept the Treasurer's Report by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.
 - Motion to approve transfer of \$35,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover monthly expenses by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.
 - Review of CJFD's 2023 financial performance compared to budget (as of 7/5/2023)
8. Motion to amend Resolution 2023-03 appointing Chairman David Shafer, Treasurer Evan Brown and Commissioner John Clarkson as Agents for all of CJFD's bank accounts with Chemung Canal Trust Company by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.
9. Motion to review and act on Resolution 2023-05 Authorization to approve 6th and 7th year renewal options for CJFD's 5-year Lease Agreement with the Village of South Corning for use of space on their campus at 7 Clark Street for Station 34 operations by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.
10. Motion to discuss status of the following CJFD initiatives by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.
 - Rotary Grant Program – Flyers given to Office of the Aging in Steuben County. Ryan Burrell offer to carry smoke alarms for youth fire setters program. Flyers will go out during education at local schools.
 - Red Cross approached Chief Brenning regarding placing an emergency response trailer(s) at station 43. A 3-year memorandum of understanding (MOU) was sent to Commissioner Shafer requesting the placement of the trailer. Motion by Commissioner Clarkson to approve agreement with a second by Commissioner Eccleston. Motion carried. None opposed.
 - Bid notice drafted for the purpose of selling Engine 70 was reviewed. Bids will be due 2 weeks from today (the night of our 2024 Budget Workshop). Motion to adopt this bid notice and specification sheet by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.

11. Motion by Commissioner Eccleston to discuss the following prospective purchases with a second by Commissioner Clarkson.

- Floor paint – Station 16 and 43. Motion to approve \$1,000 toward painting of station 16 and 43 floors by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.

12. Motion to discuss recruitment and retention initiatives for CJFD by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.

- 2023 Firefighter Experience Camp review. Chairman Shafer suggested that we consider a requirement that 2024 participants complete an application and obtain medical clearance from a health care provider. A medication list would also be helpful. He also suggested that we set application deadlines for district residents before opening the program to a wider geographic audience.
- LOSAP Program Updates:
 - Chairman Shafer noted that performance details in the draft Length of Service Award Program provided by Penflex are mostly set by New York State and not subject to local modification.
 - Discussion ensued about differences between establishing CJFD's LOSAP program as a Qualified (401K) plan or a Non-Qualified Plan. Vested benefits under a Qualified plan are owned and managed by the employee once they are earned and assignable (i.e., such as in a divorce proceeding). Vested benefits earned under a Non-Qualified plan remain property of the employer and are invested at the employer's discretion until a triggering event occurs (i.e., member dies or reaches the age of payout). Higher fee structure applies for a non-qualified plan. Per Penflex, 98% of their LOSAP clients use non-qualified plans. 2% are in a qualified plan. Commissioner Eccleston made a motion that CJFD implement a Non-Qualified plan for LOSAP with a second by Commissioner Clarkson. Motion carried. None opposed.
 - Drafts of Proposition / Resolution / Notice of Public Referendum (*December 12th, 2023*) reviewed with Commissioners.
- Discuss proposed initiative to create an integrated academic/Bunk-In program.
 - Development of AAS program @ Corning Community College is underway. Discussed updates and proposed curriculum with Commissioners. Meeting set for Monday to review with Debbie Beall at Corning Community College.
 - Bunk-In opportunities. The building next to the East Corning Fire Station (16) may be up for sale. This could be the residency of a bunk in program. Assessed value of property \$96,000 with a 0.34-acre lot. Attorney Hannigan recommends paying outright if possible. 3 bedrooms with possible 4th by adapting the living room. Discussion tabled until our 2024 Budget Workshop.

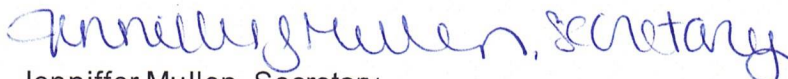
13. Motion to discuss firematic-related topics with District Chief and Deputy Chief by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.

- The soap dispenser to wash trucks at station 16 installed and working well per Chief Brenning.
- Engine 12 from Gibson ECM not working. \$2,300 to repair. John to go through the truck.
- Engine 25 needs to go to Syracuse for valve repair and pump test. To have paint repaired, the engine needs to be sent back to Iowa. Corrosion has occurred that needs to be repaired. Will most likely be sent over the winter for approx. 6 weeks. A loaner truck has been requested during this time. Preventive maintenance will be done during the next couple of weeks.
- Mickey Sonner has a van that he is willing to donate for fire training. Would like a receipt to show donation.
- NYS inquiring about Gibson fire department to Chief Brenning. Updated that the Town was aware that Gibson closed their doors and are no longer responding. Attorney Hannigan recommended merging Gibson into CJFD but to assess for any liabilities.
- Chief Brenning initiated a discussion about changing CJFD dispatch protocols with Steuben 911 such that CJFD would only be dispatched to tree down alarms if they involve live wires or/and emergency hazards. The Town highway department would be required to handle all non-emergency events. He indicates that this is the protocol in place with most other fire service organizations in Steuben County. Motion made by Commissioner Clarkson that CJFD only be dispatched to tree down calls when a live wire or other emergent hazard is reported. Motion seconded by Commissioner Eccleston and carried. None opposed.

14. Visitor's Comments: none

15. Motion to adjourn the meeting @ 1848 pm by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.

Respectfully submitted,


Jennifer Mullen, Secretary

Upcoming Events / Important Dates:

Wednesday, August 16th, 2023, CJFD Fire Commissioner's 2024 Budget Meeting at Station 43 at 5:30pm.

Wednesday, September 13th, 2023, CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm.

Wednesday, October 11th, 2023 CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm

Note Date Changes in **BOLD**