



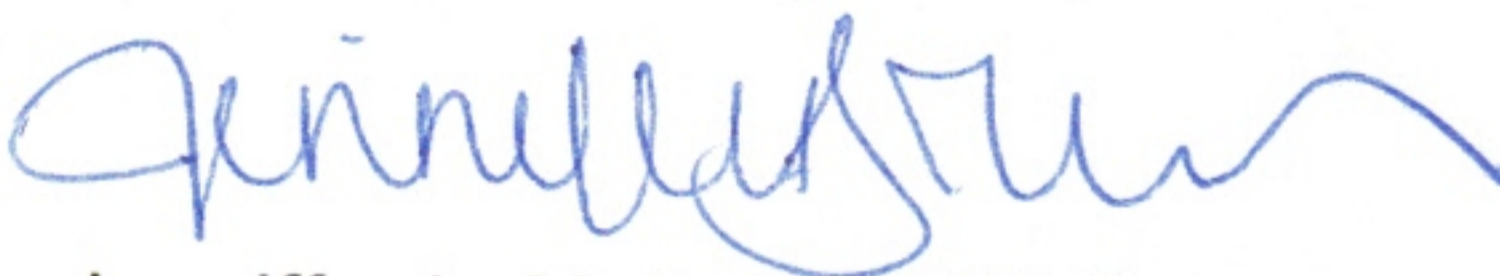
**Board of Fire Commissioners Meeting  
Wednesday, September 18<sup>th</sup>, 2024  
Station 43 North Corning Fire Dept, Inc.**

**Minutes**

1. Call to Order at 1730 by Commissioner Shafer.
2. Roll Call of Commissioners present: Commissioner Brenning, Commissioner Clarkson, Commissioner Gridley, Commissioner Shafer
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion to approve minutes of CJFD Fire Commissioners Meeting on August 14<sup>th</sup>, 2024 and the CJFD 2025 Budget Workshop on August 21<sup>st</sup>, 2024
5. Motion to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District by Commissioner Clarkson and seconded by Commissioner Brenning. All in favor. Motion carried.
  - Stations 16/34/43: Letter of Change of Status to Lifetime Limited by Harry Cross. Motion made to accept change of status by Commissioner Clarkson and seconded by Commissioner Brenning. Motion carried.
6. Motion to receive and review the Treasurer's Report by Commissioner Brenning and seconded by Commissioner Clarkson. All in favor. Motion carried.
  - Motion to accept the Treasurer's Report by Commissioner Brenning and seconded by Commissioner Clarkson. All in favor. Motion carried.
  - Motion to transfer \$4,000 received from the sale of surplus SCBA acquired from Gibson Fire District from CJFD's General Checking account# xxxxx0297 to CJFD's Equipment Repair & Replacement Reserve Acct# xxxxx4110 by Commissioner Brenning and seconded by Commissioner Gridley. All in favor. Motion carried.
  - Motion to approve transfer of \$14,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
7. Motion to review, discuss and act on matters related to potential override of 2025 Tax Cap and adoption of CJFD's Proposed 2025 Budget by Commissioner Brenning and seconded by Commissioner Gridley. All in favor. Motion carried. Discussion ensued. It was agreed that we will not override our tax cap for 2025. Motion to approve Proposed 2025 CJFD Budget by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried
8. Motion to discuss status of the following CJFD initiatives by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried.
  - Job Descriptions: Asset Control Manager, Recruitment & Retention Manager, Chief District Fire Instructor, Administrative Officer, Budget Officer, LOSAP Coordinator – tabled until next meeting.
  - Update on sale of GFD Brush 87, a 2001 Ford F250 Super Duty with a diesel engine and 95,481 miles. Notices of sale by sealed bid with a \$7,000 minimum bid have been publicized through various channels. Bid opening will occur at our next board meeting on October 2<sup>nd</sup>.
  - Community Education campaign – Discussion regarding Touch-a-Truck for CJFD, CPR and Stop the Bleed. Commissioner Shafer asked for Jennifer Mullen to be careful in promoting items that are the CJFD on the Town website and to ensure we are using the correct platform for each function. Jennifer to share CJFD functions on the town website instead of posting them directly on the town site.  
Smith School education to be held Friday October 11<sup>th</sup>, 2024 @ 8:30am. Jennifer to set up preschool education next week. Chief Nehring to post on IAR.
  - Rotary Grant Program report complete. Discussed reapplying for more smoke alarms. Jennifer Mullen to submit Rotary Grant report to Commissioner Shafer by next meeting.

9. Motion to discuss the following prospective purchases by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion passes.
- Update digital signs at Stations 16 & 34 (*Tabled indefinitely*)
10. Motion to discuss recruitment and retention initiatives for CJFD by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried.
- Policy & Procedure on Reimbursement of Member Education & Training Expenses
  - Update on AAS Directed Studies Program in Fire Protection Technology @ CCC. Jenniffer working on marketing with regional and state agencies to broaden number of possible students. Possibly reaching out to high schools with information to guidance counselors.
  - Chief Brenning discussed having volunteers be paid for "shifts" at the fire station. Commissioner Shafer to discuss options with Attorney Hannigan.
11. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
- E92 repair update. Per Chief Brenning, repairs to E92 should be complete by end of October.
12. Motion to consider a proposal by AJH Design to develop construction/operating cost projections for a single site scenario that will help facilitate CJFD's analysis of long-term service and cost benefit comparisons to our current operating scenario and to provide CJFD with a conceptual design study and site assessment for a single firehouse operating scenario by Commissioner Brenning and seconded by Commissioner Gridley. All in favor. Motion carried. Discussion ensued. Motion to approve proposal by AJH Design with a proposed cost of \$20,300 plus reimbursable expenses by Commissioner Brenning and seconded by Commissioner Gridley. All in favor. Motion carried.
13. Visitor's Comments: none
14. Motion to adjourn the meeting @ 1858.

Respectfully submitted,



Jenniffer L. Mullen, CJFD Secretary

**Upcoming Events / Important Dates:**

Wednesday, October 2<sup>nd</sup>, 2024, CJFD Commissioners Monthly Meeting  
Wednesday, October 16<sup>th</sup>, 2024, CJFD Public Hearing – 2025 Proposed Annual Budget