



**Board of Fire Commissioners Meeting  
Wednesday, October 2<sup>nd</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 Clarkson, Commissioner Gridley, Commissioner Shafer. Absent: Commissioner Brenning
3. Pledge of Allegiance led by Commissioner Shafer.
4. Motion to open and act on sealed bids submitted for the purchase of CJFD's 2001 Ford F250 Super Duty brush truck by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.

- Daniel Krenn \$9,185.79
- Owen Smith \$10,000
- Ernest Lancto \$12,550
- Zach Ime \$4802.76
- Affordable Auto Service and Sales \$10,776
- Thomas Provo \$7000
- Arthur Lecoq \$8200
- Arthur Lecoq \$7700
- Chris Brawn \$10,000
- Setul Parikh \$8,800
- Tyler Lawson \$12,511
- Lorin Winne \$8,700

Motion to accept high-bid of \$12,550 from Ernest Lancto and authorize Commissioner Shafer to effect the sale transaction (or follow-up with second highest bidder if first bidder should decline) by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.

Commissioner Brenning joined the meeting at 1737.

5. Motion to approve minutes of CJFD Fire Commissioners Meeting on August 14<sup>th</sup>, 2024, CJFD's 2025 Budget Workshop on August 21<sup>st</sup>, 2024 by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
6. 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 Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
  - Stations 16/34/43: Resignation of William Furlong. Motion to accept resignation by Commissioner Clarkson and seconded by Commissioner Brenning. All in favor. Motion carried.
7. Motion to receive and review the Treasurer's Report by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
  - Motion to accept the Treasurer's Report by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried.
  - Motion to approve transfer of \$20,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried.
  - Motion to transfer \$13,000 received from the sale of surplus CJFD equipment and surplus equipment 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 Clarkson. All in favor. Motion carried.

- Motion to transfer \$12,550 when received from high bidder for sale of the 2001 Ford F250 brush truck that CJFD acquired from Gibson Fire District from CJFD's General Checking account# xxxxx0297 to CJFD's Apparatus Repair & Replacement Reserve Acct# xxxxx4116 by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
8. Motion to discuss status of the following CJFD initiatives by Commissioner Clarkson and seconded by Commissioner Gridley. All in favor. Motion carried.
- Job Descriptions; Asset Control Manager, Recruitment & Retention Manager, Chief District Fire Instructor, Administrative Officer, LOSAP Coordinator. Discussed draft of Budget officer job description.
  - Motion by Commissioner Gridley to approve the Budget Officer job description and appoint David Shafer as CJFD's Budget Officer. Motion seconded Commissioner Clarkson and carried. None opposed.
  - Community Education campaign discussed with Jenniffer Mullen. Once Upon a Preschool fire prevention training is scheduled for October 8<sup>th</sup> at 8:30am – 11am. Smith School scheduled for October 11<sup>th</sup> at 8:30am – 11am
  - Rotary Grant Program discussed with Jenniffer Mullen, Final report completed and submitted to Commissioner Shafer and Stuart Sammis at Rotary Club. Jenniffer is requesting \$5,000 in additional funding from Rotary to purchase more smoke alarms and add Office of the Aging to the program.
9. Motion to discuss the following prospective purchases:
- Discussion ensued about a quote of \$600 from Brenning Landscaping to clear overgrowth around the Gibson FD substation on upper Gorton Rd. Motion by Commissioner Clarkson to accept the proposal was seconded by Commissioner Gridley. Commissioner Brenning recused himself from voting on the motion. Motion carried.
10. Motion to discuss recruitment and retention initiatives for CJFD by Commissioner Clarkson and seconded by Commissioner Brenning. All in favor. Motion carried.
- Update on AAS Directed Studies Program in Fire Protection Technology @ CCC with Jenniffer Mullen. Arnot Ogden working with CCC to potentially create a paramedic program at CCC. With this, Jen Mullen is following up Debbie Baell to have EMT courses with the District.
11. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs.
- E92 repair update – Pump shaft sent to JPB by UPS and hopefully it will arrive this week. Should have E-92 back next week. He then wants to ship Engine 25 to Iowa to fix all warranty items. Engine 25 may be out of service for up to 8 weeks.
  - Physicals to take place on October 14, 2024. Discussion ensued about how to handle physicals for inactive members. Commissioner Shafer states that members who have not completed OSHA should be transferred to another membership class/status. Commissioner Shafer to draft letter and Chief Brenning to discuss with members.
  - Chief Brenning discussed solar project being completed in the old Ozer pit (150 acres of solar panels). 4 projects being completed currently. \$10 million project in place. Chief Brenning discussed access roads and Knox locks with the designer.
12. Visitor's Comments: Commissioner Clarkson asked about Chris Nobles having a back tag for his gear. Chief Brenning to follow up. Commissioner Clarkson asked about ID badges for social members. Chief Brenning educated that Jen Mullen will follow up and get him a retired/association member badge.
13. Motion to adjourn the meeting @ 1810 by Commissioner Clarkson and seconded by Commissioner Brenning. All in favor. Motion carried.

Respectfully submitted,



Jenniffer L. Mullen, CJFD Secretary

#### **Upcoming Events / Important Dates:**

Wednesday, October 16<sup>th</sup>, 2024, CJFD Public Hearing – 2025 Proposed Annual Budget  
Wednesday, November 6<sup>th</sup>, 2024, CJFD Commissioners Monthly Meeting