



**Board of Fire Commissioners Meeting
Wednesday, March 5th, 2025
Station 43 North Corning Fire Dept, Inc.**

Minutes

1. Call to Order at 1735 by Commissioner Shafer.
2. Roll Call of Commissioners present: Commission Clarkson, Commissioner Gridley, Commissioner Olmstead, Commissioner Shafer. Absent: Commissioner Brenning.
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion to approve minutes of CJFD Board Fire Commissioners Meeting held on February 5th, 2025 by Commissioner Clarkson and seconded by Commissioner Gridley. All in favor. Motion carried.
5. Motion by Commissioner Clarkson to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District contingent upon successful background check and acceptance of respective stations. Motion was seconded by Commissioner Olmstead All in favor. Motion carried.
 - Stations 16/34/43: Hayle Schack (16), Brady Ahern (34)
6. Motion by Commissioner Olmstead to receive and review the Treasurer's Report was seconded by Commissioner Clarkson. All in favor. Motion carried.
 - Motion to accept the Treasurer's Report by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
 - Motion to approve transfer of \$60,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 by Commissioner Clarkson and seconded by Commissioner Gridley. All in favor. Motion carried.
 - Motion to transfer \$20,300 from new vehicle acquisition budget line to cover AJH design planning.
7. Motion by Commissioner Gridley to designate David Shafer as a trusted contact person CJFD's Entity Client Account and a resource for RBC Wealth Management in protecting assets and responding to possible financial exploitation. A trusted contact person is not an authorized party on CJFD's account and RBC Wealth Management will not accept instructions from him to effect transactions and/or change information related to our account. Motion was seconded by Commissioner Olmstead. All in favor. Motion carried.
8. Motion by Commissioner Olmstead to authorize Chairman Shafer to execute an Advisory Master Services Agreement with RBC Wealth Management for the purpose of authorizing RBC Wealth Management to act on our instructions to enroll in and make changes to an advisory account for us now and in the future was seconded by Commissioner Gridley. All in favor. Motion carried.
9. Motion by Commissioner Gridley to adopt Resolution 2025-01 certifying that the following individuals are Authorized Parties entitled to make investment decisions on behalf of CJFD and that such authority has been granted by this Resolution and its adoption by the CJFD Board of Fire Commissioners: Commissioner John Clarkson, Commissioner Marvin Olmstead, Commissioner Jeffrey Brenning and Commissioner Stan Gridley, Jr.. Motion was seconded by Commissioner Clarkson. All in favor. Motion carried.
10. Motion by Commissioner Gridley to authorize Chairman Shafer to execute the following RBC Wealth documents on behalf of the Corning Joint Fire District was seconded by Commissioner Clarkson. All in favor. Motion carried.
 - RBC Cash Management Account Application
 - RBC Electronic Funds/ACH Authorization Form

- Third Party Authorization/Verbal Release of Account Documents and Information to Penflex representatives Leah Campolungo, Paul Cagnetta, and Paul Macelli.

11. Motion by Commissioner Olmstead to authorize the Treasurer to transfer \$60,000 in 2024 carry over funds that were committed to funding start-up costs associated with CJFD's LOSAP program by the Board of Fire Commissioners at its year-end meeting on 12/30/24 from CJFD's ICS acct# xxxxx4090 to CJFD's General Checking account# xxxxx0297 and to submit these funds to RBC Wealth Management with documents required to establish our Entity Cash Management Account as an initial deposit was seconded by Commissioner Clarkson. All in favor. Motion carried.
12. Motion to discuss the status of CJFD's project with AJH Design to evaluate feasibility of a single station fire house scenario and analyze long-term service and cost-benefit comparisons to our current operating scenario by Commissioner Olmstead and seconded by Commissioner Gridley. All in favor. Motion carried.
13. Motion to discuss the following prospective purchases by Commissioner Olmstead and seconded by Commissioner Clarkson. All in favor. Motion carried.
 - Motion to approve \$1,000 charge to resize 2 new sets of turnout gear to fit 2 CJFD members who are enrolling in an IFO class by Commissioner Olmstead and seconded by Commissioner Clarkson. All in favor Motion carried.
 - Motion to approve \$1500 for an additional rack of lockers for Station 16 by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
14. Motion to discuss recruitment and retention initiatives for CJFD by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
 - 2025 Firefighter Experience Camp- July 16th -18th. Limiting to CPP students until June time frame. Will start registration during NY recruit week.
15. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs tabled as nothing to discuss at this time.
 - None
- 16.A. Motion by Commissioner Gridley to discuss a Joint Resolution of the Board of Fire Commissioners of the Forest View Fire District and the Board of Commissioners of the Corning Joint Fire District was seconded by Commissioner Clarkson. All in favor. Motion carried.
- 16.B. Motion by Commissioner Gridley to adopt on a Joint Resolution of the Board of Fire Commissioners of the Forest View Fire District and the Board of Commissioners of the Corning Joint Fire District was seconded by Commissioner Clarkson. Voice vote: Commissioner Clarkson: aye Commissioner Gridley: aye Commissioner Olmstead: aye Commissioner Shafer: aye Motion carried.
17. Visitor's Comments: none
18. Motion to adjourn the meeting @ 1808 pm by Commissioner Clarkson and seconded by Commissioner Gridley. All in favor. Motion carried.

Respectfully submitted,



Jenniffer L. Mullen, CJFD Secretary

Upcoming Events / Important Dates:

Saturday, March 29th, 2025 CJFD Installation Banquet at The Y @ Watson Woods.
Wednesday, April 2nd, 2025, CJFD Commissioners Monthly Meeting @ 5:30pm at Station 43