Board of Fire Commissioners Meeting
Wednesday, July 9th, 2025
Station 16 East Corning Fire Dept, Inc.

Agenda

1. Meeting called to order by Chairman Shafer at 5:32pm.
2. Roll Call of Commissioners present was conducted. Present: Commissioners Olmstead, Shafer, Clarkson, Gridley. Absent: Commissioner Brenning
3. The Pledge of Allegiance was recited.
4. Motion by Commissioner Olmstead to approve minutes of CJFD Board Fire Commissioners Meetings held on June 4th, 2025. Motion seconded by Commissioner Gridley and 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.
   - Stations 16/34/43: Motion by Commissioner Olmstead to accept Dave Shafer and Gerald McDonald's requests to change their CJFD membership status from Active to Life Member-Active, pending approval of the East Corning VFD. Inc. (16). Motion seconded by Commissioner Gridley and carried. None opposed.
6. Motion by Commissioner Gridley to receive and review the Treasurer's Report. Motion seconded by Commissioner Olmstead and carried. None opposed.
   - The Treasurer's Report was delivered by Treasurer Brown. Motion to accept the Treasurer's Report by Commissioner Clarkson was seconded by Commissioner Gridley and carried. None opposed..
   - Motion by Commissioner Olmstead to distribute $19,969.62 in NYS 2% Fire Tax funds received by CJFD in equal increments to ECFD, NCFD, and SCFA. Motion was seconded by Commissioner Clarkson and carried. None opposed.
   - Motion by Commissioner Olmstead to approve Resolution 2025-05 Transfer of $27,336 from CJFD's Equipment Repair and Replacement Special Reserve Acct xxxxx4110 to CJFD's General Checking account# xxxxx0297 to pay for the purchase of 20 replacement SCBA bottles from MES. Motion was seconded by Commissioner Clarkson and carried. None opposed.
   - Motion by Commissioner Clarkson to approve transfer of $27,664 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to pay monthly bills. Motion was seconded by Commissioner Olmstead and carried. None opposed.
   - Chairman Shafer distributed a copy of CJFD's YTD Budget Report up to and including the line items on the Treasurer's report that was just presented and reviewed it with the board. 99% of our expected annual revenue has been collected. Approximately 65% of projected annual expenses have been incurred and paid. Most large expenditures (e.g. vehicle & property insurance, TA4/TA20 annual payments, etc) have already been paid for the year but several more are still to be expected (e.g. physical exams, turnout gear, annual preventive maintenance for fleet vehicles, monthly VFBL premiums and E25 installment payment costs).
7. Chairman Shafer reviewed a temporary variance request that CJFD has drafted to the Town of Corning Zoning Board of Appeals to authorize its lease of the North Corning Fire Station to Corning Ambulance/AMR. If approved, the term of the variance would be for the duration of its lease agreement with Corning Ambulance/AMR. Motion by Commissioner Clarkson to approve the temporary variance request. Motion was seconded by Commissioner Gridley and carried. None opposed. The variance will be reviewed by the ZBA at its next meeting on Thursday, July 25th.
8. CJFD's Procurement Policy was reviewed for the Board and those in attendance.
9. Motion by Commissioner Gridley to discuss status of proposed consolidation of NCFD/ECFD/SCFD into one association. Motion seconded by Commissioner Clarkson and carried. None opposed. Status of initiative was reviewed. Membership approved the proposal at its quarterly meeting in June. Beth Cleveland has scheduled a meeting for committee members with Attorney Hannigan on Thursday, July 25th to discuss logistics.