



**Board of Fire Commissioners Meeting
Wednesday, February 11th, 2026
Station 16 East Corning Fire Dept, Inc.**

Minutes

1. Meeting was called to order by Chairman Shafer at 5:37 pm.
2. Roll call of Commissioners present was conducted. Commissioners Gridley, Shafer and Olmstead were present. Commissioner Brenning was absent.
3. Pledge of Allegiance was led by Chairman Shafer.
4. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to approve minutes of November 25th, 2025, CJFD's Annual Organization Meeting on January 7th, 2026, and its monthly Fire Commissioners Meeting, also on January 7th, 2026. All in favor, motion carried.
5. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley 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: Norman West contingent on the East Corning Association for approval. Andria Pfuntnr, reinstatement to membership as she has returned to our area. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead. All in favor, motion carried. Fran Mayer moving to Lifetime Active membership. He will remain as the Safety Officer. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead. All in favor, motion carried.
6. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to receive and review the Treasurer's Report. All in favor, motion carried.
 - Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to accept the Treasurer's Report. All in favor, motion carried.
 - Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to approve transfer of \$500,000 from CJFD's General Checking account# xxxxx0297 to CJFD's ICS account# xxxxx4090. All in favor, motion carried.
 - Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to adopt Resolution 2026-01 revoking Resolution 2023-03 and execute a Corporate Authorization Resolution naming Commissioner David Shafer, Commissioner Marvin Olmstead, and Treasurer Evan Brown as CJFD's authorized Agents on all CJFD accounts with Chemung Canal Trust Company and delegating to them all powers listed in the Resolution and require 2 Agent signatures on all disbursement transactions. All in favor, motion carried.
 - Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to designate David Shafer, Chairman of the CJFD Board of Fire Commissioners as the Beneficial Owner of the Corning Joint Fire District. All in favor, motion carried.
 - Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to review and act on proposed changes to CJFD Investment Policy, previously adopted 10/23/2019. All in favor, motion carried.
 - Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to review and act on proposed partial transfer of reserve fund balances to term Certificates of Deposit. All in favor, motion carried.

7. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to adopt Resolution 2026-02 revoking Resolution 2025-01 and 2025-02 and execute a Certificate of Investment Powers naming Commissioners David Shafer, Marvin Olmstead, Jeffrey Brenning and Stan Gridley, Jr. as Authorized Parties with Investment Authority to make investment decisions on behalf of CJFD for its LOSAP investment accounts with RBC Wealth Management. All in favor, motion carried.
8. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to review Workplace Violence reports received by CJFD in 2025. All in favor, motion carried. There were no findings in the report.
9. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to review CJFD's 2025 Summary of Work-Related Injuries and Illnesses (Form SH-900.1) and order its posting in each of CJFD's three fire stations in accordance with OSHA requirements. All in favor, motion carried. There were two reported workplace injuries. One individual lost approximately 15 days of worktime. The other individual had internal work restrictions for the department for approximately 2 weeks.
10. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to review current status of the following projects. All in favor, motion carried.
 - Efficiency Study with Forest View Fire District. Update given by Evan Brown that we are waiting for a report that was supposed to be received Monday, February 9th. He will reach out to them again.
11. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to consider GMR's request to modify the term of its Lease Agreement with CJFD for use of Station 43 North Corning VFD. After discussion, motion made by Commissioner Olmstead and seconded by Commissioner Gridley to approve 15-month lease agreement effective May 2026. All in favor, motion carried.
12. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to discuss the following prospective purchase. All in favor, motion carried.
 - FASNY Full Company Membership Renewal: The cost is \$10 per member. There are approximately 35 members. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to approve. All in favor, motion carried.
13. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to discuss recruitment and retention initiatives for CJFD: All in favor, motion carried.
 - LOSAP Program: Review of 2025 annual service awards: Approximately 23 members will receive credit. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to approve statistical data prepared and presented. All in favor, motion carried.
 - 2026 Firefighter Experience Camp: Tentative date for this year's camp is July 8-10.
14. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to discuss firematic-related topics with District Chief and Deputy Chiefs. All in favor, motion carried.
 - Membership terminations: 11 members did not meet requirements. 2 of those members have moved from the district. Letters were provided to these members in June 2025, advising them of what they were lacking and encouraged to make the necessary adjustments so that they would meet the requirements. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to terminate their memberships and have Chief Brenning make the notification. All in favor, motion carried.

- Quote for lights/radio for 2nd Assistant chief vehicle: Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to purchase not to exceed \$2130 for parts and labor. All in favor, motion carried.
 - Updated SOP's: Mutual aid response. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to approve. All in favor, motion carried.
 - Updated SOP's: EMS. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to approval as written with the contingency noted by Chairman Shafer that we continue to work on a better option of identification. All in favor, motion carried
 - Training opportunity: 1st Assistant Chief Sammy Polanco discussed a 2-day training opportunity on Truck and Engine operations. Date to be determined for possible August 2026 timeframe. Trainers from the Philadelphia Fire Department. Class size would be limited to 25. If there is not enough internal interest, we will open it up to surrounding departments at a cost of \$180 per day per student. Motion made by Commissioner Olmstead and seconded by Commissioner Gridley to proceed. All in favor, motion carried.
15. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to discuss vacancy on the CJFD Board of Fire Commissioners for the period from 2/11/2026→12/31/2026 with James Smith. All in favor, motion carried. After discussion, motion made by Commissioner Gridley and seconded by Commissioner Olmstead to approve James Smith to the vacant position with a term expiring 12/31/2026. James accepted and an oath of office was performed by Chairman Shafer. All in favor, motion carried. Chairman Shafer mention that at the end of the term should James decide to continue he would need to run for a new term.
16. Visitor's Comments: Brad Jacobus advised that they should hear soon if the Corning Elks receive their grant money that they have used to help support the Firefighter camp. He will continue to update us on the status.
17. Motion made by Commissioner Gridley and seconded by Commissioner Olmstead to adjourn the meeting @ 6:50p m. All in favor, motion carried.

Respectfully submitted,



Marleah Brenning, Secretary

Upcoming Events / Important Dates:

Wednesday, March 4th, 2026, CJFD Commissioners Monthly Meeting @ 5:30pm at Station 16