



**Board of Fire Commissioners Meeting  
Wednesday, April 1<sup>st</sup>, 2026  
Station 16 East Corning Fire Dept, Inc.**

**Agenda**

1. Call to Order
2. Roll Call of Commissioners present
3. Pledge of Allegiance
4. Motion to review and act on proposed minutes of the CJFD Fire Commissioners meeting on March 4<sup>th</sup>, 2026.
5. Motion to enter a Public Hearing to hear all interested persons on the matter as to whether the Fire District Board of Commissioners should approve or endorse the merger of the South Corning Area Volunteer Fire Company, Inc. and the East Corning Volunteer Fire Department, Inc. into a special fire corporation to serve the Fire District.
6. Motion to close the Public Hearing and return to regular session.
7. Motion to review and act on the Plan of Merger of the South Corning Volunteer Fire Company, Inc. into the East Corning Volunteer Fire Department, Inc.
8. 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:
9. Motion to receive and review the Treasurer's Report.
  - Motion to accept the Treasurer's Report.
  - Motion to approve transfer of \$xx,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297.
  - Motion to transfer \$14,700.00 received from sale of 2 surplus UTVs and a surplus trailer from CJFD's General Checking account# xxxxx0297 to CJFD's R4 Apparatus Repair & Replacement Reserve Acct # 4116.
  - Review summary of CJFD funds and long-term debt report provided to CGR consultants
10. Motion to review current status of the following projects:
  - Status Update: CGR Joint Efficiency Study with Forest View Fire District.
  - Status Update: Amendment of Lease Agreement with GMR for Station 43
  - Status Update: Consolidation of 3 fire companies
  - Sale of surplus ATVs(2) and trailer on Auctions International
  - Renewal of Lease Agreement with Village of South Corning
11. Motion to discuss the following prospective purchases:
  - \$200 Application fee to renew CJFD's CLIA license to perform blood glucose testing.
  - 2026 Installation Banquet expenses
  - Consider First Due Services quote for 2026 Hose and Ladder testing
  - Turnout vests for CJFD EMTs
12. Motion to discuss recruitment and retention initiatives for CJFD:
  - 2026 Firefighter Experience Camp: July 8-10.
13. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs. All in favor, motion carried.
  - ?

14. Motion to review corrected copy of the CJFD Board of Fire Commissioners meeting schedule for 2026
15. Visitor Comments:
16. Motion to adjourn.

**Upcoming Events / Important Dates:**

Wednesday, May 6<sup>th</sup>, 2026, CJFD Commissioners Monthly Meeting @ 5:30pm at Station 16



**Board of Fire Commissioners Meeting  
Wednesday, March 4<sup>th</sup>, 2026  
Station 16 East Corning Fire Dept, Inc.**

**Minutes DRAFT**

1. Meeting called to order by Chairman Shafer at 5:38 pm.
2. Roll Call of Commissioners present was conducted. Commissioner Smith, Shafer and Olmstead were present. Commissioner Brenning joined at 5:48 pm.
3. Pledge of Allegiance was led by Chairman Shafer.
4. Motion made by Commissioner Olmstead and seconded by Commissioner Smith to approve minutes of Fire Commissioners meeting on February 11<sup>th</sup>, 2026. All in favor. Motion carried.
5. Motion made by Commissioner Olmstead and seconded by Commissioner Smith to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District. All in favor. Motion carried.
  - Stations 16/34/43: Kohler Brass accepted as a member contingent upon approval by ECFD and receipt of a satisfactory criminal background check from Steuben County Sheriff's Department.
6. Motion made by Commissioner Olmstead and seconded by Commissioner Smith to receive and review the Treasurer's Report. All in favor. Motion carried.
  - Motion made by Commissioner Smith and seconded by Commissioner Olmstead to accept the Treasurer's Report. All in favor. Motion carried.
  - Motion to approve transfer of \$xx,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297. Tabled as it was not necessary to move funds at this time.
  - Motion made by Commissioner Smith and seconded by Commissioner Olmstead to transfer \$10,714.28 received from Thurston Fire District for installment payment #5 of 7 on the purchase of Engine 59 from CJFD's General Checking account# xxxxx0297 to CJFD's R4 Apparatus Repair & Replacement Reserve Acct # 4116. All in favor. Motion carried.
7. Motion made by Commissioner Olmstead and seconded by Commissioner Smith to review current status of the following projects: All in favor. Motion carried.
  - Efficiency Study with Forest View Fire District: Continued work is being completed with more information coming shortly.
  - Status Update: Amendment of Lease Agreement with GMR for Station 43. Minor adjustments to the proposed lease were requested by GMR and further discussion is being worked on to come to a final agreement in the near future.
  - Status Update: Consolidation of 3 fire companies, Continued work is being done on this, it is likely that the consolidation will only include South Corning and East Corning associations.
  - Sale of surplus ATVs (2) and trailer on Auctions International. The bidding ends on March 10<sup>th</sup>, 2026, at 7:10 pm. The Board of Commissioners authorized Chairman Shafer to accept the highest bid.
8. Motion made by Commissioner Brenning and seconded by Commissioner Smith to discuss the following prospective purchases: All in favor. Motion carried.
  - Replacement of main access doors @ Station 43: Estimated cost \$10,570. Motion made by Commissioner Brenning and seconded by Commissioner Smith to approve as proposed. All in favor. Motion carried.
  - Review request for expense reimbursement from the Corning American Legion. Request was read by Chairman Shafer. The request was discussed by the Board of Commissioners and they all agreed that they would not approve the request.

9. Motion made by Commissioner Brenning and seconded by Commissioner Smith to discuss recruitment and retention initiatives for CJFD:
  - 2026 Firefighter Experience Camp: Tentative date for this year's camp is July 8-10. Commissioner Brenning indicated that we will need to order supplies by early April to ensure they arrive on time. He will work with some others to make sure that this is completed.
10. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs.
  - Chief Brenning mentioned that there will be an upcoming meeting to discuss the new engine. He also wanted to thank all the firefighters for their efforts recently with mutual aid calls.
11. Visitor Comments: There were none.
12. Motion made by Commissioner Brenning and seconded by Commissioner Olmstead to enter Executive Session at 6:30 pm to discuss work history of a particular member of the Corning Joint Fire District. All in favor. Motion carried.
13. Motion made by Commssioner Smith and seconded by Commissioner Olmstead to return to regular session at 6:56 pm. All in favor. Motion carried.
14. Motion made by Commissioner Olmstead and seconded by Jim Smith to adjourn at 6:56 pm. All in favor. Motion carried.

Respectfully submitted,

Marleah J Brenning, Secretary

**Upcoming Events / Important Dates:**

Wednesday, April 1<sup>st</sup>, 2026, CJFD Commissioners Monthly Meeting @ 5:30pm at Station 16

**CJFD Account Summary and Investment Return**  
**As of: 03/21/2026**

Account	CCTC Acct#	Current Balance	Current APR (%)	Plus Certificates of Deposit		Total Funds:	Current Debt	Notes
				6mos @ 3.55% APR	15mos @ 3.25% APR			
Checking Acct	xx0297	\$85,955	1.63%	\$0	\$0	\$85,955	-\$60,715	Purchase price for a 2026 GMC Sierra HD which should arrive any time
ICSS Savings Acct	xx4090	\$546,247	3.31%	\$0	\$0	\$546,247	\$117,696	2026 Annual operating funds including 8 monthly payments of \$4712/mo on behalf of ECFD for purchase of E25 (\$37,696) and one annual payment of approximately \$80,000 on bond for purchase of TA-4 & TA-20 in 2022. <b>Total current debt from ICSS Savings Acct: \$117,696.</b>
R1 Repair Reserve Acct	xx4107	\$9,646	1.73%	\$15,000	\$0	\$24,646		
R2 Equipment Repair & Replacement Reserve Acct (xxx)	xx4110	\$5,865	1.73%	\$10,000	\$0	\$15,865		
R3 Capital Improvement Reserve	xx4113	\$20,692	1.76%	\$30,000	\$0	\$50,692		
R4 Apparatus Repair & Replacement Reserve	xx4116	\$35,077	1.78%	\$25,000	\$75,000	\$135,077		\$200,000 from this reserve account committed to down payment on new Engine with expected delivery in March 2028. <b>Payable at time of delivery.</b> Deferred revenue of \$10,714/yr for sale of E59 will be applied to this reserve in 2027 & 2028. Also \$14,700 proceeds from recent sale of surplus equipment will be committed to this reserve account along with proceeds of planned sale of other surplus fleet vehicles.
<b>Total:</b>		<b>\$703,482</b>				<b>\$858,482</b>		

**Long-term Debt:**

1. Installment payments on E25  
 12 payments of \$4712/mo in 2027  
 Remaining Term: \$56,544
2. Installment payments on TA-4 & TA20  
 5 annual payments of \$80,000 from 2027 to 2031  
 Total Long-term Debt: \$400,000
3. Purchase contract for New Engine  
 12 estimated annual payments of \$129,724/yr from 2028 to 2038  
 Total Committed Long-term debt: \$1,556,688

**Total Committed Long-term debt: \$2,013,232**

## Alerts

### Stay Alert

Know about changes to your finances and online security. Choose when and what alerts you get by email or text message.

## Accounts

<u>CHECKING</u> XXXXX0297	Available Balance <b>\$85,955.33</b>	Recent 
<u>REPAIR RESERVE FUND</u> XXXXX4107	Available Balance <b>\$9,646.61</b>	Recent 
<u>EQUIPMENT REPAIR AND REPLACEME</u> XXXXX4110	Available Balance <b>\$5,865.81</b>	Recent 
<u>CAPITAL IMPROVEMENT</u> XXXXX4113	Available Balance <b>\$20,692.08</b>	Recent 
<u>APPARATUS REPAIR AND REPLAC</u> XXXXX4116	Available Balance <b>\$35,076.76</b>	Recent 
<u>ICS SHADOW ACCOUNT</u> XXXXX4090	Available Balance <b>\$546,247.60</b>	Recent 
<u>CD</u> XXXXX7030		Recent 
<u>COD 3312</u> (R1 Repair Reserve) XXXXX3312	Current Balance <b>\$15,000.00</b>	Recent 
<u>COD 3313</u> (R2 Equip Repair & Replacement Reserve) XXXXX3313	Current Balance <b>\$10,000.00</b>	Recent 
<u>COD 3314</u> (R3 Capital Improvement Reserve) XXXXX3314	Current Balance <b>\$30,000.00</b>	Recent 
<u>COD 3315</u> (R4 Apparatus Repair & Replacement Reserve) XXXXX3315	Current Balance <b>\$25,000.00</b>	Recent 
<u>COD 3316</u> XXXXX3316	Current Balance <b>\$75,000.00</b>	Recent 



## Lease

This Lease is entered into by and between Corning Ambulance Services, Inc. ("**Lessee**"), and Corning Joint Fire District, LP ("**Lessor**"), as of the latest date appearing next to their respective signatures below but effective as of May 1, 2026, (the "**Effective Date**"). Lessor and Lessee are sometimes collectively referred to herein as the "**Parties**" and individually a "**Party**".

## Agreement

1. **Lease.** Lessee desires to lease Lessor's building located at 3344 Baker Street Ext, Corning, NY, 14830, comprised of approximately 6,560 square feet of leasable space, as more particularly described or depicted on **Exhibit A** (the "**Premises**"). In consideration of Lessee's payment of Rent (defined below), Lessor agrees to Lease to Lessee the Premises.
2. **Use.** Lessee may utilize the Premises to house on-duty employees and for all other uses incident to the operation of Lessee's ambulance business. Lessee shall have access to the Premises, 24 hours per day, 7 days per week.
3. **Term.** The Lease will commence on the Effective Date and continue for a period of twelve (12) months (the "**Initial Term**"). Following the Initial Term, the Lease shall automatically renew on a three (3) month term basis (each an "**Extension Term**") under the same terms and conditions. The Lease shall continue to renew in this manner until terminated by either party upon twelve (12) months' prior written notice, or unless otherwise amended by mutual written agreement of the parties. If any or all the Premises is acquired by the right of condemnation or eminent domain for any public or quasi-public use or purpose, or be sold to a condemning authority under threat of condemnation, or be materially damaged by fire or other casualty, then, at the option of either party, the Term of this Lease shall cease and terminate as of the date of title vesting pursuant to such proceeding (or sale) or as of the date of such fire or other casualty.
4. **Condemnation.** If any or all the Premises is acquired by the right of condemnation or eminent domain for any public or quasi-public use or purpose, or be sold to a condemning authority under threat of condemnation, or be materially damaged by fire or other casualty, then, at the option of either Party, the Term of this Lease shall cease and terminate as of the date of title vesting pursuant to such proceeding (or sale) or as of the date of such fire or other casualty.
5. **Breach and Termination.** Notwithstanding the foregoing, this Lease may be terminated prior to normal expiration, (a) if both Parties agree in writing, (b) by Lessor, in accordance with Section 6 following an Event of Default (as defined in Section 6), (c) by Lessee, if Lessor breaches its obligations hereunder and such breach is not cured within thirty (30) days following written notice thereof by Lessee to Lessor, (c) by Lessee giving Lessor at least sixty (60) days' advance written notice of intent to terminate due to the termination of its ambulance operations in the Corning, NY area, or (d) by Lessee, in the event of any breach by Lessor of any representation, warranty, or covenant under Section 11, or if any Hazardous Materials (as defined in Section 11(a)) are discovered in, on or under the Premises that are not caused by Lessee.
6. **Default.** The following events shall be "**Events of Default**" under this Lease: (i) Lessee shall fail to pay any installment of Rent as and when the same shall become due and shall not cure such default within thirty (30) business days after written notice thereof is given by Lessor to Lessee; or (ii) Lessee shall fail to comply with any term, provision or covenant of this Lease and shall not cure such failure within thirty (30) days after written notice thereof is given by Lessor to Lessee. Upon the occurrence of an Event of Default, Lessor may terminate this Lease, in which event Lessee and anyone claiming through Lessee shall immediately surrender the Premises to Lessor.
7. **Rent; Insurance; Taxes.**



Department of Health

KATHY HOCHUL  
Governor

JAMES V. McDONALD, M.D., M.P.H.  
Commissioner

JOHANNE E. MORNE, M.S.  
Executive Deputy Commissioner

March 2, 2026

Ben Rydzewski  
Corning Joint Fire District  
20 S Maple St  
Corning, NY 14830

PFI Number: Y955  
CLIA Number: 33D2186462

Your laboratory and/or laboratory network's Limited Service Laboratory Registration is due to expire on June 17, 2026. If you intend to retain approval to perform waived and/or provider-performed microscopy procedures, you must complete and return the enclosed Limited Service Laboratory Registration Reapplication before May 3, 2026.

A registration certificate will be issued after your reapplication has been processed. The certificate will list the clinical tests that your laboratory and/or laboratory network is registered to perform and the registration expiration date. Follow the instructions carefully since submission of incomplete reapplications will delay processing and issuance of a registration certificate.

**NOTE: You must enclose the \$200.00 reapplication fee. Your check or money order should be made payable to: New York State Department of Health. Please indicate the laboratory's name and PFI number with your payment.**

Reapplication documents should be returned to our office at the mailing address below:

Regular Mail:  
Clinical Laboratory Evaluation Program  
Wadsworth Center  
New York State Department of Health  
Empire State Plaza  
Albany, New York 12237 - 0012

Express Mail:  
Clinical Laboratory Evaluation Program  
Wadsworth Center  
New York State Department of Health  
Empire State Plaza  
P1 South – Loading Dock J  
Albany, NY 12237

Please note that it is a violation of federal and State regulations to perform laboratory testing without a valid CLIA number and current New York State Limited Service Laboratory Registration respectively. If you have any questions, you may contact our office via mail (see above), or by e-mail at [clepltd@health.ny.gov](mailto:clepltd@health.ny.gov). Please refer to your PFI and CLIA numbers when contacting this office.

Sincerely,

Limited Service Laboratories Unit  
Clinical Laboratory Evaluation  
Program  
Wadsworth Center  
NYS Department of Health

Enc.

# First Due Services

P.O. Box 297  
West Monroe, NY 13167  
Ph# 315-668-5453  
Fx# 315-668-1336

Firstdueservices@Hotmail.com

## Hose Test Bid Proposal

To:  Date:

Attention:  Price good for  Season(s)

Price:  per foot *+ 0.02/ft*

Hard Suction Testing service: Price is per section:  Yes  No

First Due Services, LLC will inspect and service test all hose lengths in accordance with standards of The NFPA standards as set forth in the section entitled "care, use and maintenance of fire hose, nozzles and connections." It is expressly understood and agreed that **First Due Services** shall not be deemed or held liable, obligated or accountable upon or under any guarantees or warranties, express or implied, statutory, by operation of law, or otherwise, relative to the use of any tested fire hose, connections, nozzles or any other appliances after date of inspection. Furthermore, **First Due Services** will not be held liable, obligated or accountable for any fire hose lengths or any other appliance that fails during testing under specified conditions and pressures. If the bid herein includes testing hosing that is stored on a rig, it is the responsibility of the customer to relocate the rig, if necessary, to an appropriate location. It is the customers responsibility to direct **First Due Services** in the reinstallation of any firehose in accordance with customer's specifications. It is the customers' responsibility to ensure all components that need testing are available on the dates scheduled or an additional charge will apply. If First Due Services show up to a site as scheduled and no representative from the Client shows up a minimum fee of **\$500.00** will be assessed. It is understood that if the customer chooses to test according to the old standard, **First Due Services** will not be held responsible for the testing of the appliances that are listed in the latest standard. Once we receive your signed contract for testing, we will call to schedule your service.

Test to old standard       Test to new standard

Check box if you would like your records to be emailed.

Email address: \_\_\_\_\_

If you would like to accept our proposal please sign, date and return via email, fax or mail

Contact Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

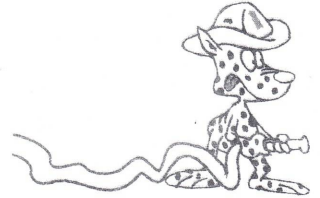
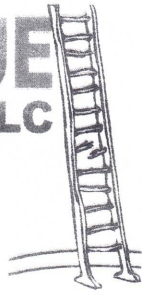
Date: \_\_\_\_\_

Contact Number: \_\_\_\_\_

*Total Cost (Hose & hardware)*  
# 6,918 (2024)  
# 7,869 (2025)

# FIRST DUE SERVICES, LLC

PO Box 297  
 West Monroe, NY 13167  
 PH#-315-668-5453  
 Fax-315-668-1336



2026 Ladder Test Quote For Corning Joint FD

Item	Fee	2025
Single Ladder test	64	\$ 60
Roof Ladder test	68	\$ 64
Extension Ladder 30 feet or less test	72	\$ 68
Extension Ladder 31 feet or More test	76	\$ 72
Travel / Set up Charge	125	\$ 125
Heat Sensor Install	4.00	\$ 4
NFPA Safety Label Install	4.00	\$ 4
Size Label Install	4.00	\$ 4
Additional set up Fee	100	applies if need to set up extra times on day of testing

First Due Services, LLC will inspect and service test all fire ground ladders in accordance with the standards of the NFPA 1932 as set forth in the section entitled "USE, MAINTENANCE, AND SERVICE TESTING FIRE DEPARTMENT GROUND LADDERS."

It is expressly understood and agreed that First Due Services, LLC shall not be deemed or held liable, obligated or accountable upon or under any guarantees or warranties, express or implied, statutory, by operation of law, or otherwise, relative to the use of any tested Ladders after date of inspection.

Furthermore, First Due Services, LLC will not be held liable, obligated or accountable for any fire ground ladders that fail during testing under specified conditions and pressures.

Terms are net 30 days

If you wish to accept, simply sign and return via fax or mail.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Phone Number



**Corning Joint Fire District  
Meeting Schedule  
January 1<sup>st</sup>, 2026 → December 31<sup>st</sup>, 2026**

<b><u>Meeting Date:</u></b>	<b><u>Location:</u></b>	<b><u>Time:</u></b>
Wednesday, January 7 <sup>th</sup> <i>Annual Organizational Meeting with Regular Monthly Meeting to follow</i>	East Corning FD	5:30pm
Wednesday, February 4 <sup>th</sup>	East Corning FD	5:30pm
Wednesday, March 4 <sup>th</sup>	East Corning FD	5:30pm
Wednesday, April 1 <sup>st</sup>	East Corning FD	5:30pm
Wednesday, May 6 <sup>th</sup>	East Corning FD	5:30pm
Wednesday, June 3 <sup>rd</sup>	East Corning FD	5:30pm
Wednesday, July 8 <sup>th</sup>	East Corning FD	5:30pm
Wednesday, August 5 <sup>th</sup> <i>Regular Monthly Meeting with 2027 Budget Workshop to follow</i>	East Corning FD	5:30pm
Wednesday, September 2 <sup>nd</sup> <i>Act on 2027 Proposed Budget</i>	East Corning FD	5:30pm
Wednesday, October 7 <sup>th</sup>	East Corning FD	5:30pm
Wednesday, October 21 <sup>st</sup> <i>Public Hearing – 2027 Annual Budget Special Board Meeting – Immediately following the Public Hearing</i>	East Corning FD	7:00pm
Wednesday, November 4 <sup>th</sup>	East Corning FD	5:30pm
Wednesday, December 2 <sup>nd</sup> <i>Review of Nominees for 2027 Fire Officer positions and Monthly meeting</i>	East Corning FD	5:30pm
Tuesday, December 8 <sup>th</sup> <i>Annual Election</i>	Corning Town Hall	6:00pm – 9:00pm
Monday, December 28 <sup>th</sup> <i>Year-end Meeting</i>	East Corning FD	5:30pm

*Adopted by CJFD Board of Fire Commissioners on 11/25/2025. These are Open Meetings, and the public is welcome to attend, listen and observe.*