

MINUTES OF THE REGULAR MEETING

July 9, 2013

The regular meeting of the Danby Fire District was called to order by Commissioner at 7:30 pm on July 9, 2013 at the Danby Fire Station

ATTENDANCE:

Commissioners: Gene Beavers
Ralph Bowles
Bill Halton
Richard Oltz
Wayne Westmiller

Officers: Deanna Bowles, Secretary Treasurer
John Gaden, Danby Chief
Scott Wendt, W. Danby Chief

Public:

MINUTES:

Commissioner Halton moved to approve the June 11, 2013 minutes. Commissioner Beavers seconded the motion and the motion carried with all in favor.

TREASURER'S REPORT:

A check from McNeil & Co. for \$1226.87 for 443 repair resulting from the accident on June 2, 2013 was received and deposited into the District savings account.

2% Foreign Fire Insurance money in the amount of \$4931.51 was received in the Operating Account. Commissioner Beavers moved to distribute the money based on membership; 55% (\$2712.33) to Danby Vol. Fire Co. and 45% (\$2219.18) to West Danby Fire Co. Motion seconded by Commissioner Westmiller and carried with all in favor.

The Verizon 2 yr. plan recently expired causing an increase in the monthly bill. The 2 yr. plan has been renewed changing the monthly amount from \$24.25 to \$18.47.

Commissioner Beavers moved to approve the treasurer's report and to pay Abstract 7 General Fund claims 130-148 in the amount of \$17,213.43. Motion seconded by Commissioner Westmiller and carried with all in favor.

Commissioner Beavers moved to transfer \$40,000 from savings, as budgeted, to Reserve Accounts as follows: \$25,000 to New Equipment Reserve Account, \$2,500 to New Building Reserve Account, \$5,000 to Equipment Repair Account, and \$2,500 to Building Repair Account. Commissioner Oltz seconded the motion and the motion carried with all in favor.

A Budget Workshop was scheduled for July 16th at 7 pm in lieu of the District regular meeting.

COMMUNICATIONS:

The following communications were received:

- Time Warner Cable digital equipment for local Public, Educational & Government access programming information, and Time Warner Cable upgrading to High Speed Internet bandwidth at no additional cost;
- Skill Path Seminars: The Ithaca Leadership Development & Teambuilding, Sep. 11th at the Holiday Inn;
- McNeil & Co, letter & PERMA re: 443 claim. PERMA is now accepting first reports via the internet;
- Personnel Concepts revision – Ordered poster (only required to have poster for W2 employees);
- LaFrance Equipment Corp. acknowledgement of TOG order and acknowledgement of change;
- *Fire District Affairs*, June-July issue – to Commissioners;
- Email from Leslie Spurgin, CDLM Audit Partner advising us of the Uniform Notice of Claim Act. Commissioner Beavers moved to approve the designation of the NY Secretary of State as the District's agent for service of notices

of claim and to appoint the District Secretary Treasurer as the individual to whom the NY Secretary of State must mail notices of claim. Commissioner Bowles seconded the motion and motion carried with all in favor. The Secretary Treasurer will file the appropriate papers for this motion prior to July 15th as required;

- LENS report regarding member involved in the 443 accident with property damage on June 2nd;
- FASNY Convention, Albany, Aug. 21-22 – must register for all training;
- Certificate of Liability insuring E-One, Inc. dated 7/1/13-7/1/14;
- Email from Attorney Butler regarding litigation: Commissioner Westmiller moved to enter into Executive Session to discuss the Crown law suit. Commissioner Halton seconded the motion and motion carried with all in favor. The Executive Session was called to order at 7:55 and adjourned at 7:58. No action was taken. The regular meeting resumed;
- Mirabito Federal Exemption Certificate – completed and mailed 7/2/13;
- Fred Pryor Seminar: OSHA Compliance 2013, Binghamton 9/25/13 @ \$179;
- Quotes from Maguire and Admiral for repair of 443 resulting from the accident on June 2nd;
- Notification of IRS Employer Identification # 16-1456636 for West Danby Fire Department.

COMMITTEES:

PURCHASING:

Requests for Proposals (RFPs) for equipment have been issued.

West Danby Fire Company will be purchasing a new locked mail box for mail to be delivered to the station.

BUILDINGS & GROUNDS:

Danby Fire Station:

RFPs for a new boiler at the Danby Fire Station are pending.

Commissioner Beavers presented the following quotes for sealing the apron: Pro Seal @ \$1114.65 + \$65 for sealing the walk, and Absolute Asphalt @ \$1500. Commissioner Westmiller moved to accept the lower quote, including sealing the walk, from Pro Seal. Commissioner Oltz seconded the motion and motion carried with all in favor. Commissioner Beavers will contact Pro Seal to schedule the sealing.

Flood lights need replacing.

West Danby Fire Station:

Commissioner Beavers reported Minter has not responded after his initial contact regarding replacing the holding tank. Commissioner Beavers will recheck with Minter and also check with the Danby Town Highway Department.

Westbrook Enterprises will be contacted regarding replacing lights at both stations.

INSURANCE:

Commissioner Halton is working on the application for Cyber Security Insurance. Also Computer Fraud Insurance for \$24 for \$100,000 coverage is available as an add-on to ESIP Insurance. Commissioner Halton will check on whether this is for all or each account.

TRUCKS:

Commissioner Beavers moved to send 421 and 1421 to Caskey's Garage for preventive maintenance this year. Commissioner Halton seconded the motion and motion carried with all in favor.

Pump Testing RFPs will be quoted for both on-site and off-site. In addition, RFPs will be issued for Hose Testing and Ladder Testing for both stations at 1 location.

1441 is out for transmission repair.

TOWN BOARD:

No report

RECORDS:

No report

POLICY:

Commissioner Beavers moved to adopt the Investment Policy as emailed for review replacing the Investment Policy adopted on January 6, 1994. Commissioner Westmiller seconded the motion and motion carried with all in favor.

A Policy for Firefighter or Emergency Responder Medical Exams was submitted and tabled until the next meeting.

TRUCK BOND:

Email from Attorney Butler regarding acquiring a bond was discussed. It was decided, by consensus, to first obtain local quotes and then contact Attorney Butler to see if he feels he can get a better rate.

TRAINING REQUESTS:

Grey Bartholomew and Simon Wyatt request attendance at the NYS Fire Service Conference at a cost of \$114.27 and \$50.00 respectively. Travel for both is included in the cost to Grey Bartholomew. Commissioner Bowles moved to approve the attendance for both. Commissioner Halton seconded the motion and motion carried with all in favor.

LONG RANGE PLAN:

No report. Figures to-date will be used for budgeting.

CHIEFS REPORTS:

DVFC: A written report for June was received.

Neal Franklin has changed his membership to supportl member.

An application was received from Bonnie Compton and tabled until the next company meeting.

WDFD: No written report was received.

Rachael Bump was accepted for membership as a Jr. Firefighter pending approval by the District.

Station usage requests include 7/10/13 for a West Danby Water District meeting, 7/11/13 for Finger Lakes Land Trust meeting, and 8/31/13 for a baby shower by Gina Brink and Terry Monroe.

Commissioner Beavers moved to approve the new member pending an arson check and physical, and to approve the station usage. Commissioner Westmiller seconded the motion and motion carried with all in favor.

NEW BUSINESS:

Meeting adjourned at 9:20 pm.

Respectfully submitted,
Deanna Bowles
Secretary Treasurer