

MINUTES OF THE REGULAR MEETING

July 8, 2014

The regular meeting of the Danby Fire District was called to order by Chairman Westmiller at 7:15 pm on June 17, 2014 at the West Danby Fire Station.

ATTENDANCE:

Commissioners: Ralph Bowles
Bill Halton
Edward Kokkelenberg
Wayne Westmiller

Absent: Gene Beavers

Officers: Deanna Bowles, Secretary Treasurer
John Gaden, Danby Chief

Public:

MINUTES:

Commissioner Bowles moved to approve the minutes as presented. Motion seconded by Commissioner Halton and carried with all in favor.

APPROVAL OF BILLS:

Commissioner Kokkelenberg moved to pay the vouchers as audited and approved on Operating Account Abstract 7 claims 142-153 in the amount of \$9,827.78. Motion seconded by Commissioner Halton and carried with all in favor.

TREASURER'S REPORT:

- There were no statements to review at this date;
- Abstract 6 claims 138-141 were available for review;
- Information on shredding service was presented. Two 64 gal. locked containers @ \$90 and (1) medical waste locked container @ \$10 for a total of \$100 are available from Certified Document Destruction & Recycling. The containers may be kept as long as necessary until full, when they will be picked up for shredding contents;
- Candor claim is still pending. Secretary Treasurer Bowles will prepare a voucher for payment as agreed upon;
- The remaining balance on Attorney Mark Butler's retainer is \$1297.50;
- True Insurance issued a refund of \$442.23 for decreasing the insured value of retired 401 and 1401. The check has been deposited into the Operating Account and credited to Insurance;
- A \$9.40 Staples Reward, which expires on 8/31/14, was received.

Commissioner Kokkelenberg moved to use Certified Document Destruction & Recycling, Inc. for secure shredding. Motion seconded by Commissioner Halton and carried with all in favor.

Commissioner Kokkelenberg moved to accept the Treasurer's Report, seconded by Commissioner Westmiller and carried with all in favor.

COMMUNICATIONS:

- Certificate of Liability Insurance for 4-Guys;
- Email from Mahlon Irish regarding the specs for 421. He expects to complete them in a couple of weeks;
- 2013 PERMA Payroll Audit worksheet – information correct, no action necessary;
- Arson reports for Philip Brown and Rachael Stanion;

- Email from PERMA regarding Volunteer Firefighters under the Age of 18, General Information and Guidelines.

COMMITTEES:

PURCHASING:

- Ordered 500' of 5" hose and pricing 1 3/4" hose;
- A firm quote is pending for a pump for a Hurst Tool.

BUILDINGS & GROUNDS:

- Commissioner Kokkelenberg will contact Streeter Associates regarding the 4 windows on the west side of the new truck bay leaking;
- Climate Control was called for service due to extreme heat in the Danby Fire Station kitchen;
- A hood quote is pending for the West Danby Fire Station kitchen.

INSURANCE:

- Commissioner Halton will arrange for Life Insurance Training in early August;

TRUCKS:

- Chief Gaden will send Mahlon Irish information on % of incline required in 421 specs;
- 442, 443, and 441 will be sent to Lanes Automotive for NYS Inspections;
- 401 has a light problem – checking on sending it to Firehouse Apparatus or Caskey's Garage.

TOWN BOARD:

No report.

RECORDS:

Secretary Treasurer Bowles requested permission to purchase Adobe Acrobat. Commissioner Westmiller moved to approve up to \$300 for purchase of Adobe Acrobat. Motion seconded by Commissioner Halton and carried with all in favor.

POLICY:

Policy 5 Procurement was reviewed with no changes.

MEMBERSHIP/TRAINING:

No report.

LONG RANGE PLAN:

Committee met last week and accepted equipment replacement schedule.

BUDGET:

A Budget Meeting is scheduled for July 22, 2014 after the regular meeting.

CHIEFS REPORTS:

DVFC:

No written report was received.

The following station usage requests were received: Patricia Hill on 7/20 for a birthday party, and the Danby Democrats on 7/22 for a meeting. Commissioner Westmiller moved to approve the requests, seconded by Commissioner Kokkelenberg and carried with all in favor.

WDFC:

No report.

NEW BUSINESS:

Commissioner Kokkelenberg presented information on Grants for Fire Districts, etc. Commissioner Westmiller proposed the District work on it this year to be re-assessed at year end. It will be necessary for the Chiefs to prepare a “wish list” for equipment to be considered for a grant application. In addition, a Recruitment Plan should be considered. Chief Gaden will get the name of the grant writer used by Candor Fire District.

Meeting adjourned at 9:25 pm.

Respectfully submitted,

Deanna Bowles
Secretary