

MINUTES OF THE REGULAR MEETING

November 17, 2015

The meeting was called to order by Chairman Westmiller at 7:30 pm on November 17, 2015 at the Danby Fire Station.

ATTENDANCE:

Commissioners: Joe Freedman
Edward Kokkelenberg
Wayne Westmiller

Absent: Gene Beavers
Kevin Faehndrich

Officers: Deanna Bowles, Secretary Treasurer Sharon Gaden, Deputy Treasurer
John Gaden, Danby Chief Peter Goodman, Danby 2nd Asst. Chief

Public: Ralph Bowles, Past Commissioner
Peter Amos, 4-Guys, Inc. Representative

BID OPENING FOR NEW TANKER:

Six (6) bid packages were requested and sent out. The following bids were received and opened:

1. 4 Guys, Inc. \$348,344.00 with deduction of \$3152.00 if cab and chassis are paid within 20 days of delivery. Bid bond of 15% included as specified. Hand delivered by Peter Amos before 7 pm today.
2. KME \$359,900.00 with deduction of \$1750.00 if cab and chassis are paid at time of delivery. Bid bond of 10% included. Hand delivered by Eric Saulsbury before 7 pm today.

The bids will be reviewed by Chief Gaden, Mahlon Irish and a Commissioner with recommendations by December 1, 2015 for award. Chairman Westmiller thanked Four Guys representative for coming and stated, after reviewing the bids, the Board would be in touch by December 1, 2015. Mr. Amos noted that we would be getting a 2017 Chassis. Secretary Bowles noted we will need a permissive referendum

MINUTES:

Commissioner Kokkelenberg moved to approve the November 10, 2015 minutes as presented. Motion seconded by Commissioner Westmiller and carried with all in favor. October 26, 2015 minutes were tabled until at least 3 Commissioners from that meeting are in attendance.

APPROVAL OF BILLS:

Commissioner Westmiller moved to pay the vouchers as audited and approved on Operating Account Abstract 11 claims 234-338 in the amount of \$2,735.31. Motion seconded by Commissioner Freedman and carried with all in favor.

TREASURER'S REPORT: No report.

COMMUNICATIONS:

- Chairman Westmiller reported a telephone conference with Ted Crane regarding a Danby Area News article on 2016 town Budget;
- PERMA Workers' Comp renewal at \$29,162.00 due 01/01/16 to be reviewed. True Insurance is also working on a competitive quote from Fire District Mutual (FDM).

Privilege of the Floor:

CHIEFS REPORTS:

DVFC:

- Written report for October received – Chief Gaden noted that call level is above last years;
- Hurst Tools were serviced;
- 4-gas meter requires repair and is out of service. The unit was discontinued in 2013. Repair would cost \$823.00 and a new unit would cost \$671.00 from Airgas. West Danby's 4-gas unit also requires repair, therefore 2 new 4-gas meters have been ordered from Airgas;
- A Holiday Dinner will be December 21 at 6:30 pm and Commissioners and wives were invited to attend;
- Scoop stretcher is being ordered.

WDFC: No report.

GRANTS:

- HOSE/NOZZLE: Deadline is summer of 2016 and payment for items would be required up front to be reimbursed;
- WDFC BRUSH TRUCK: Draft prepared by Commissioner Kokkelenberg. Detailed specifications are needed from the West Danby truck committee;
- RADIOS: Commissioner Kokkelenber received specifications from Chief Gaden and is working on an application.

COMMITTEES:

PURCHASING:

- Secretary Treasurer Bowles was asked to order 7 badges with pins for the Commissioners, Secretary, and Treasurer and to order 1 badge holder for Chief Gaden through Galls;
- Six copies of NY Fire District Officers' Guide have been ordered for the Commissioners and District Office.

BUILDINGS/GROUNDS:

- Flooring is still pending for the West Danby Fire Station. Commissioner Westmiller will meet with Chief Wendt;
- Chief Gaden will contact Dick Westbrook regarding outside lights at the Danby Fire Station.

INSURANCE:

- The death of Beatrice Hogben on November 15, 2015 was reported to True Insurance Co. and necessary papers have been received to file for life insurance. In addition to the papers, a death certificate is required and the District needs to provide a statement that Beatrice did not submit a beneficiary form.

Commissioner Freedman moved to approve the Accident & Sickness Policy, seconded by Commissioner Kokkelenberg, and carried with all in favor.

TRUCKS:

- 442 is still out of service.

TOWN BOARD: No report

RECORDS: No report.

POLICY:

- The Chiefs reviewed the policy changes as requested by Commissioner Freedman. Secretary Treasurer Bowles will make the changes to the policies and they will be voted on in December. After Board approval, the Chiefs will be given newly updated Policy Manuals and the Commissioners' and District Policy Manuals will be updated;
- Commissioner Freedman will submit a Capital & Expense Policy for review, tentatively to be done in the 1st quarter of 2016.

MEMBERSHIP/TRAINING: No report.

LONG RANGE PLAN:

- Commissioner Kokkelenberg reported there may be a grant available for analysis of our vehicles, which could be a big element in our Long Range Plan.

AUDIT:

- A contract for 2 years, as requested, has been received from CDLM.

BUDGET:

- A calendar to prepare 2017 Budget was discussed and it was decided, by consensus, to begin in March 2016.

ELECTION:

- Poll books are ready and Secretary Treasurer Bowles will pick them up;
- Replacements for Dan Clements and Mary Olts are needed.

Commissioner Kokkelenberg moved to approve Marjory and John VandeMark to the Election Board, seconded by Commissioner Westmiller, and carried with all in favor. The Election Board will be Linda Howe, and John and Marjory VandeMark in Danby and Pat Curran and Elaine Cortright in West Danby.

OLD BUSINESS: None.

NEW BUSINESS: None.

Meeting adjourned at 8:42 pm.

Deanna Bowles
Secretary Treasurer