

MINUTES OF THE REGULAR MEETING

January 12, 2016

Following the Organizational Meeting, the regular meeting was called to order by Commissioner Westmiller at 8:03 p.m. at the Danby Fire Station.

ATTENDANCE:

Commissioners: Katherine Anderson
Kevin Faehndrich
Joe Freedman
Edward Kokkelenberg
Wayne Westmiller

Officers: Deanna Bowles, Treasurer
Sharon Gaden, Secretary, Deputy Treasurer
John Gaden, Danby Fire Chief
Scott Wendt, West Danby Fire Chief

Public: Ralph Bowles

MINUTES:

Approved the following minutes by consensus: Oct. 26, Dec. 1, Dec. 8, and Dec 15

The minutes will now be forwarded to Commissioners for their review. The Commissioners will forward to the Secretary any comments or concerns. The Secretary will make any necessary revisions and forward to Chairman Westmiller for final approval of said minutes. Chairman Westmiller will notify the Secretary when she may forward minutes to the Town Clerk and Town of Danby website webmaster for posting.

APPROVAL OF BILLS:

Commissioner Kokkelenberg moved to pay the vouchers as audited and approved on Operating Account Abstract 12 claims 284-293 in the amount of \$10,937.47 and on Operating Account Abstract 1 claims 1-11 in the amount of \$33,614.98. Motion seconded by Commissioner Faehndrich. Motion carried with 4 in favor and Commissioner Kokkelenberg abstained.

TREASURER'S REPORT:

- OSC re: NYS Emergency Services Revolving Loan Account - < \$375,000 or 75% of cost;
- Balance Sheet and P&L for Dec. 31, 2015 emailed;
- Balance Sheet to date presented;
- \$60K transferred to reserve accounts as agreed on 12/15,2015;
- Mobil Check Deposit service is now available at TTC;
- OSC tax Freeze Certification due Jan. 21, 2016;
- Direct billing application for TC Health Dept. – signers?
- PERMA Gross Payroll report – copy of NYS-45 form sent;
- TTC email re: updating Internet Banking;
- All accounts reconciled.

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

COMMUNICATIONS:

- Gaggle Co reminder to pump septic system
- NYSEG letter regarding natural gas safety

- Fax verification to Ithaca Journal on 12/30/15 and copy of e-mail to Danby Town Clerk of Bond Referendum being postponed and Special Meeting of the Board of Fire Commissioners on 12/31/15
- Affidavit of Publication of Organizational Meeting published 12/17/15 in the Ithaca Journal
- Attorney Butler provided copy of Affidavit of Publication of Bond Referendum published 12/04/15 in the Ithaca Journal
- Copy of Letter from McNeil & Company to Bernard Hogben stating Group Life Insurance benefit was paid
- E-mail from Peter Amos, 4-Guys, Inc. in regard to Holiday schedule and getting information to the Truck Committee
- Letter from McNeil & Co stating the claim for Beatrice H. Hogben has been paid to her beneficiary
- E-mail from Intuit QuickBooks – in regard to Labor Law posters being shipped
- Save the Date notice for Saratoga Fall Vendor Expo and Workshops for Association of Fire Districts of the State of New York October 13 – 16, 2016
- 2 letters from Tompkins County Board of Elections with contracts for poll sites for 2016. Need to be returned by 03/01/16
- McNeil Ins. ESIP Proposal Eff. 03012016 = \$21667. Group Life & Accident & Health not included;
- McNeil Ins. ESIP Cyber Liability Proposal;
- PERMA Workers' Comp policy with Coverage Changes;
- Confirmation of filing Commissioner Election Results from Town Clerk
- AFDSNY Fire Commissioner Training Program Schedule for 2016

CHIEFS REPORTS:

DVFC:

- No written report for December received;
- 198 calls for 2015, had a 30% increase in EMS calls;
- Generator is being serviced January 13, 2016.

WDFC:

- Written report for December received;
- Roster of members as of 1-12-16 received;
- New members accepted pending District approval: Kayla VanEtten and Robert McCray;
- Station usage requests included Jan. 31 by Erin Monroe for a party;
- Hurst tool pump will not be available until April;
- Provided quotes for internet service; Commissioner Faehndrich will review proposals and discuss it further at next meeting.

Commissioner Kokkelenberg moved to accept the new members pending arson checks and physicals, and approved station usage. Motion seconded by Commissioner Faehndrich and carried with all in favor.

COMMITTEES:

PURCHASING: (Ed asked would it be useful to include the estimate costs of these items...)

- Chief Gaden reported he purchased 15 new batteries for the portable radios; 5 new minitor batteries; 4 new minitor chargers and 2 new chargers for the portable radios.

BUILDINGS/GROUNDS:

- Chief Wendt reported generator will be filled once a year but the driver delivering diesel will check it on a regular basis;
- Chief Wendt discussed the catch basin in the bay needs inspecting;
- Chief Wendt contacted electrician Dick Westbrook to install electric fuel pump on diesel pump.

INSURANCE: No report.

TRUCKS:

- Chief Gaden stated 443 will be serviced at Lane's Automotive for brake repair

- Commissioner Kokkelenberg presented Table 1, Danby Fire District Apparatus, Jan. 20, 2015 for review. Requested information from W. Danby Fire Company has not been received.

TOWN BOARD: No report.

RECORDS: No report.

POLICY: No report.

MEMBERSHIP/TRAINING: No report.

LONG RANGE PLAN: No report.

BUDGET: No report.

GRANTS:

- Commissioner Kokkelenberg reported the FEMA grant is due by January 15 at 5:00 p.m..

OLD BUSINESS: None.

NEW BUSINESS:

- Commissioner Kokkelenberg has received a proposal from Mike Wilbur to do an engineering study on our current apparatus and equipment at each station. Estimated cost is \$12,800.00;
- Commissioner Kokkelenberg is seeking funding for proposal through a possible grant from the Triad Foundation and will have more information at the next meeting;
- In accordance to the District's attorney interpretation of Town Law 175(6) there will be one (1) polling place for Fire District election on February 2, 2016. The polling place will be the Danby Fire Station, 1780 Danby Road, Ithaca, NY 14850.

Meeting adjourned at 9:35 pm.

Sharon Gaden
Secretary