

MINUTES OF THE REGULAR MEETING

May 10, 2016

Commissioner Westmiller called the regular meeting to order at 7:04 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
Patrick Caveney
Steve Shahan

Motion by Commissioner Westmiller, seconded by Commissioner Freedman, to enter Executive Session for the purpose of discussion on Crown vs. Danby Fire District, et al. Carried 5-0. The Board entered Executive Session at 7:07 p.m.

Motion by Commissioner Westmiller, seconded by Commissioner Faehndrich, to end the Executive Session and to proceed with open session. Carried 5-0. The Board returned to open session at 7:54 p.m.

MINUTES:

Minutes for April 12, 2016 were approved and forwarded to the Town Clerk and Town Webmaster. April 20, 2016 minutes were approved and forwarded to the Town Clerk and Town Webmaster.

APPROVAL OF BILLS:

Commissioner Westmiller moved to pay the vouchers as audited and approved on Operating Account Abstract 5 claims 87 – 104 in the amount of \$26,767.09. Motion seconded by Commissioner Kokkelenberg. Carried 5-0.

TREASURER'S REPORT:

- Emailed requested information for PERMA 2015 Payroll Audit (Gross Payroll Earnings, 1099s, Form 941s, & Job Titles)
- 2 1-day tickets to Fire Expo compliments of PERMA
- Completed Memorandum of Agreement with TC Health Department, Community Health Services for PPD testing
- 421 Bond RFPs to: The Bank of Greene County, Tioga State Bank, Chemung Canal Bank, Elmira Savings Bank and Tompkins Trust Company. Financial Reports requested and sent to Chemung Canal Bank, Tioga State Bank, Tompkins Trust company
- Financial Reports as of 4-30-2016 emailed to Commissioners and Chiefs
- Received and deposited check from True Insurance for \$500.00
- Deposited check in the amount of \$10.89 from Chief Gaden for a mistaken VISA charge
- Received TTC securities pledged for Danby Fire District
- All accounts reconciled
- P&L Statement to-date presented
- 4 proposals for 421 bond

Commissioner Westmiller moved to accept the Treasurer's Report. Motion seconded by Commissioner Faehndrich. Carried 5-0.

COMMUNICATIONS:

- 2017 Census of Governments was completed and submitted in a timely manner
- Received correspondence from Upstate University Hospital
- Perma – received postcard and letter in regard to if the District and/or Fire Companies have a Safety Committee
- Jerome Fire is offering customers free one day passes to the New York State Chief's Show

CHIEF'S REPORTS:**WDFC:**

- Written reports for January, February and March were received
- Received resignation from Cal Henry
- Discussed purchasing new laptop
- Discussed internet service

DVFC:

- Written report April was received
- Written equipment list for 2017 was received, to help aid in the budget process
- Chief Gaden reported he has had a request to use the Beatrice Hogben Memorial Room one Thursday a month by the Dotson Park Committee
- New member accepted pending District approval: Tracy Wittko

Commissioner Faehndrich moved to accept the station usage. Commissioner Kokkelenberg seconded. Carried 5-0.

Commissioner Westmiller moved to accept the new member pending arson check and physical. Commissioner Freedman seconded. Carried 5-0.

COMMITTEES:**PURCHASING:**

- Chief Wendt asked for assistance from the Treasurer Bowles in purchasing laptop for West Danby Fire Company
- Chief Gaden reported he purchased a new light bar for his vehicle at a cost of \$1,350.00.

BUILDINGS/GROUNDS:

- Chief Wendt reported West Danby member, S. Cortright, is researching cost of new combination lock for walk-in door at West Danby Fire Station
- Chief Gaden reported outside light at Danby Fire Station has been repaired.
- Chief Gaden will get quotes to have station floors stripped and waxed

GRANTS:

- Commissioner Anderson reported Tompkins Trust Company may give the District a grant of \$1,000.00 per year for 2 years towards the new sign. True Insurance also gave a donation of \$500.00 towards the new sign. Danby Fire Company is contributing \$2,000.00 towards the new sign.
- Chief Gaden is finalizing the 2016 DEC grant for 8 vest tanks. Discussion held.
- Discussion held on working on a list of items with perimeters of what we need or might plan on doing in the future to help the Grant Committee search for specific grants for these items.
- Discussion held on needing moving funds from Contingency Account A3410.9 to Equipment Accounts A3410.2-501 & A3410.2-502.2

Commissioner Faehndrich moved to adopt Resolution 2016-05-10.1 to transfer \$7,921.00 from Contingency Account A3410.9 in the amount of \$1,121.00 to Equipment Account A3410.2-502.2 FEMA AFG Hoses/Nozzles and in the amount of \$6,800.00 to Equipment Account A3410.2-501 Vehicle Study; Commissioner Anderson seconded the motion. A roll call vote was taken and motion carried with 5 ayes.

INSURANCE: No Report

TRUCKS:

- Commissioner Kokkelenberg reported on the Equipment/Apparatus Study, should have draft of study tomorrow. Discussion held.
- Chief Gaden gave status report on new Tanker.

TOWN BOARD: No Report

RECORDS:

- Received proof of 990-N filing by West Danby Fire Department

POLICY: No Report

MEMBERSHIP/TRAINING:

- Chief Gaden reported he handed out 6 applications during Recruit New York Open House and BBQ

LONG RANGE PLAN: No Report

BUDGET:

- Discussion held on making a master list of inventory that includes dates purchase and anticipate date of replacement
- Next workshop will be on May 26, 2016 at 6:00 p.m.

OLD BUSINESS:

- The following bids were received for Hose Testing:
 - Waterway: \$2,871.00 (\$0.22 x 13,050 feet of hose)
- The following bids were received for Ladder Testing:
 - Fire Service Safety Testing, Inc.: \$613.20 (13 ground ladders at \$2.80 x 219 feet)
 - Waterway: \$492.75 (\$2.25 x 219 feet)
- The following bids were received for Pump Testing:
 - Waterway: \$825.00 (3 pumps at \$275.00 each)

Commissioner Faendrich moved to accept proposals from Waterway for Hose, Ladders and Pump Testing, Commissioner Kokkelenberg seconded. Carried 5-0.

- Commissioner Freedman discussed the Bond proposals received, they are as follows:
 - Tompkins Trust Company - 1.9% for 1year BAN
 - Tioga State Bank - 2.9% no prepay option and 3.15% prepay option
 - Chemung Canal Trust Company - 3.85% subject to change interest in October 2016
 - Elmira Savings Bank – no response
 - The Bank of Greene County - 2.25% no principal and interest due in 2016

Commissioner Westmiller moved to adopt Resolution 2016-05-10.2 to accept the bond offer from The Bank of Greene County for \$275,000.00 at 2.25% for 5 years.; Commissioner Freedman seconded the motion. A roll call vote was taken and motion carried with 5 ayes.

- Further discussion on EMS vehicle for West Danby
- Commissioner Freedman and Westmiller attended Danby Community Council meeting

NEW BUSINESS:

- Chief Gaden asked permission for himself and 3 other Company members to attend the 2016 New York State Chief's Show in June in Syracuse.

Commissioner Kokkelenberg made a motion to allow 4 members of the Danby Volunteer Fire Company to attend the 2016 New York State Chief's Show in Syracuse in June; Commissioner Freedman seconded. Carried 5-0.

Meeting adjourned at 9:30 p.m..

Sharon Gaden
Secretary

**RESOLUTION TO TRANSFER MONEY
FROM
CONTINGENCY ACCOUNT A3410.9
TO
EQUIPMENT ACCOUNTS A3410.2-501 & A3410.2-502.2**

RESOLUTION 2016-05-10.1

WHEREAS The Danby Fire District received approval for a Federal Emergency Management Agency Assistance to Firefighters Grant (FEMA AFG) for purchase of hoses and nozzles in the amount of \$23,544.00, which represents \$1,121.00 to be paid by the Danby Fire District and \$22,423.00 to be paid by the Federal Emergency Management Agency;

WHEREAS The Danby Fire District also received a grant from The Triad Foundation for an Equipment and Apparatus Study in the amount of \$6,000.00, the total cost of the Study is \$12,800.00 which represents \$6,800.00 to be paid by the Danby Fire District and \$6,000.00 to be paid by The Triad Foundation;

WHEREAS the \$1,121.00 and \$6,800.00 were not in the Fire District's 2016 budget;

WHEREAS The Danby Fire District has established a Contingency Account A3410.9 and has funds available to pay these amounts;

WE RESOLVE to transfer \$7,921.00 from Contingency Account A3410.9 in the amount of \$1,121.00 to Equipment Account A3410.2-502.2 FEMA AFG Hoses/Nozzles and in the amount of \$6,800.00 to Equipment Account A3410.2-501 Vehicle Study.

Motion made by Commissioner Faehndrich, seconded by Commissioner Anderson, and adopted by the following vote:

Commissioner Anderson	Aye
Commissioner Faehndrich	Aye
Commissioner Freedman	Aye
Commissioner Kokkelenberg	Aye
Commissioner Westmiller	Aye

Adopted by the Board of Fire Commissioners on May 10, 2016.

Sharon Gaden
Secretary

**RESOLUTION TO APPROVE
A \$275,000 BOND WITH
THE BANK OF GREENE COUNTY**

RESOLUTION 2016-05-10.2

WHEREAS The Danby Fire District has been approved by the taxpayers to borrow up to \$350,000.00 for the purchase of a Tanker;

WHEREAS The Danby Fire District has determined to borrow \$275,000.00 with a 5-year bond;

WHEREAS The Bank of Greene County offered the lowest interest rate for a 5-year bond;

WE RESOLVE to accept the bond offer from The Bank of Greene County for \$275,000.00 at 2.25% for 5 years.

Motion made by Commissioner Westmiller, seconded by Commissioner Freedman, and adopted by the following vote:

Commissioner Anderson	Aye
Commissioner Faehndrich	Aye
Commissioner Freedman	Aye
Commissioner Kokkelenberg	Aye
Commissioner Westmiller	Aye

Adopted by the Board of Fire Commissioners on May 10, 2016

Sharon Gaden
Secretary