

# MINUTES OF THE REGULAR MEETING

September 13, 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 (late)  
Joe Freedman  
Edward Kokkelenberg  
Wayne Westmiller

### OFFICERS:

Sharon Gaden, Secretary, Deputy Treasurer  
John Gaden, Danby Fire Chief  
Scott Wendt, West Danby Fire Chief

### PUBLIC:

Ted Crane

## MINUTES:

08/09/16 and 08/16/16 minutes were previously approved and forwarded to the Town Clerk and Town Webmaster.

## TREASURER'S REPORT:

- Tax cap form submitted – brief discussion held
- Accounts from Tioga State Bank transferred to Chemung Canal Trust Co. and opened account for 421 bond money in Chemung Canal Trust Co. – fully insured at .2% interest.
- Applied for 2011 Tahoe title on 8/30/16 – expected in 4-6 weeks
- Attempted to close out grant for hose/nozzles with a POP of 9/3/16-9/2/16. Closeout module for 2014 is not available at this time. District will be notified.
- Resolution to move \$15458.00 from Contingency to Danby District sign account.

Commissioner Westmiller moved to adopt Resolution 2016-09-13.1 to move \$15,958.00 from contingency account A3410.9 to Danby Outdoor Sign Account A3410.2.500.503; Commissioner Freedman seconded the motion. A roll call vote was taken:

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

Motion carried 4-0

- Hurst tool pump quoted at \$6750 invoiced at \$7590. \$6750 from 2015 Budget/\$840 from 2016 W Danby Equipment Budget
- Financial reports emailed to Commissioners
- TTC Securities pledged for Danby Fire District Report August 31, 2016.

Commissioner Freedman moved to accept the Treasurer's Report. Motion seconded by Commissioner Anderson. 4 yes 0 no 0 abstain. Carried 4-0.

## COMMUNICATIONS:

- 08/14/16 received email from Danby resident Ted Crane in regard to minutes and dates and times of meetings; 08/14/16 researched and responded
- LENS Annual Report – LENS needs updating with list of drivers from both stations
- Association of Fire District reminder there is still time to register for last Commission training class On 09/17/16

- Mailed proposed contract to Brooktondale Fire District
- Danby Area News for September 2016
- Saratoga Sign Pro's Proposal (signed by Commissioner Westmiller)
- Notification from Tompkins County Board of Elections there will not be a Primary election on September 13<sup>th</sup> at our polling locations.
- Mirabito Holdings, Inc.: Diesel and/or Gasoline Federal Exemption Certificate (completed and returned)
- Received timetable for 2016 Election and 2017 Budget Hearing process from Attorney Butler
- Emailed the following to Commissioners, Treasurer and Chiefs:
  - Perma – Lew knows Police – The Dangers of Fentanyl
  - Jerome Fire new website
  - Invitation for Deanna Bowles to join emergency medical services task force
  - Perma – Free regional training-drug testing and workplace harassment
  - NYSEG Natural gas safety information
  - AFG application period for 2016 opens Tuesday 10/11/16
  - Perma – registration for 2016 Fall Educational Conferences
- Received hose and ladder testing reports from Waterway, gave copies to Chiefs Gaden and Wendt

**BUDGET:**

- Brief discussion held on proposed 2017 budget.

Commissioner Kokkelenberg moved to adopt the 2017 proposed budget of \$514,000.00. Motion seconded by Commissioner Westmiller. A roll call vote was taken:

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

Motion carried 5-0

**Privilege of the floor.**

**APPROVAL OF BILLS:**

Commissioner Kokkelenberg moved to pay the vouchers as audited and approved on Operating Account Abstract 9 claims 182-207 in the amount of \$45,224.54. Motion seconded by Commissioner Anderson. 4 yes 0 no 1 abstain. Carried 4-1.

**CHIEF'S REPORTS:**

**WDFC:**

- No written report August was received.
- Firefighter Nigel Dyson-Hudson requested permission to attend and out of county training course, Land Navigation training on October 12<sup>th</sup> and 13<sup>th</sup> in Oriskany New York. The training is free. He is not seeking reimbursement for mileage or meals.
- Chief Wendt reported new EMS vehicle is at Admiral Specialty Vehicles being worked on. Brief discussion held on sale of current 1442.
- Brief discussion held on status of specs for new brush truck.
- Brief discussion on firefighter medical exams
- Brief discussion held on house signs

Commissioner Westmiller moved to approve out of county training request from Firefighter Dyson-Hudson. Motion seconded by Commissioner Kokkelenberg. 5 yes. Carried 5-0.

**DVFC:**

- Written report for August was received
- 1 new members accepted pending District approval: Molly Lobel

- Chief Gaden has contacted electrician Dick Westbrook in regard to what amperage we have for the new outdoor sign. Brief discussion held on nightlights in new truck bay.
- 421 was State inspected and making arrangements to have 401 and 441 State inspected this month
- Vest tanks are in and Chief Gaden and Treasurer Bowles met with the Forest Ranger. NY State will be forwarding grant money to the District.

Commissioner Westmiller moved to accept Molly Lobel as a new member pending arson/sexual offender check and physical. Commissioner Faehndrich seconded. 5 yes 0 no 0 abstain. Carried 5-0.

#### **COMMITTEES:**

##### **PURCHASING:**

- Chief Gaden reported turnout gear has been received. Has not received boots.
- Chief Wendt reported he has received the new Hurst tool pump. Discussion held on T&R Rescue replacing this new tool with the Hurst tool pump originally ordered but still not in production.

##### **BUILDINGS/GROUNDS:**

- Commission Anderson gave an update on outdoor sign. Lengthy discussion held on pending decisions i.e. amber vs red on gray scale. Let the record show Commissioner Kokkelenberg is concerned color blind individuals not being able to see the sign because of these color choices. Discussion held on notifying Community Council and obtaining a memorandum of understanding from the Town. Discussion held on sign administrator and policy for notices placed on outdoor sign. Commissioner Faehndrich will draft a policy and Secretary Gaden will be the administrator.
- Chief Wendt discussed internet service through Verizon. He had a representative come to the station and service was obtained. Commissioner Faehndrich will review the contract received from Verizon and report next month. Chief Wendt has ordered 3 antennas as two can be used with the jet packs for the mobile data terminals.
- Chief Wendt reported a committee is meeting this week to prioritize the list he submitted last night in regards to repairs needed at West Danby Station.
- Commissioner Freedman has met with one company regarding pest control at both stations. He will get 2 more quotes.

##### **GRANTS:**

- Commissioner Anderson reported she and Commissioner Kokkelenberg have been in contact with Assemblywoman Barbara Lifton on the possibility of a grant. Lengthy discussion held.
- Commissioner Anderson gave an update on status of grant for SCBA packs or new compressor. Discussion held, decided to seek SCBA packs under this grant.

INSURANCE: No report

##### **TRUCKS:**

- Commissioner Kokkelenberg inquired about the cleaning of the undercarriages of 1401 and 401. Chief Gaden said they are still searching for a company to do this.
- Chief Gaden reported Admiral Specialty Vehicles will be building brackets to help keep equipment in place
- Chief Wendt will look into purchasing tires and primer for 1421

##### **TOWN BOARD:**

- Commissioner Freedman reported he has discussed a memorandum of understanding with Town Representatives for postings on the new outdoor sign at the fire station. Once we receive it we will forward it to the District's attorney for review

##### **RECORDS:**

- Received no record of arson or sex offender conviction on new member Dengel

POLICY:

- Commissioner Anderson reported the committee have the pending policies and they will be reviewing them and the current policies. The committee hopes to submit and new policies or amendments to current policies in November.

MEMBERSHIP/TRAINING:

- Chief Gaden reported the Fire Companies have hired Meridan Fire Training Solutions to do 4 more classes.

LONG RANGE PLAN: No report

BUDGET:

- Commissioner Kokkelenberg advised the Chiefs the amount for dry hydrants was doubled to \$6,000.00 in the proposed 2017 budget. Chief Gaden is working with members of the Pirates Club to hopefully locate a dry hydrant on the Club's property on Fisher Settlement Road.
- Discussion held on the cost of a bus to shuttle residents of West Danby to Danby for voting in the Commissioner election on December 13, 2016. Commissioner Kokkelenberg stated the cost would be \$500.00 for continuous shuttling by Swartout Coaches, Inc. from 5 to 9.

Commissioner Kokkelenberg made a motion to pay Swartout Coaches, Inc. the amount of \$500.00 for bus shuttle service for Commissioner Election on December 13, 2016. Commissioner Faehndrich seconded. 4 yes 1 no. Carried 4 – 1.

OLD BUSINESS:

- Chief Gaden reported on status of new tanker 421.
- Brief discussion on maintenance of West Danby's AED Defibrillator
- Lengthy discussion on participating through the Town of Danby in the Solar Power project.

Commissioner Faehndrich made a motion the Fire District give verbal agreement, in principal to the Town of Danby for the solar project, that we are interested in participating, provided we have a satisfactory agreement between the Town and Fire District and any and all agreements are approved by the Fire Districts' attorney. Commissioner Freedman seconded. 4 yes 1 abstain. Carried 4 – 1.

NEW BUSINESS:

- Chief Gaden submitted a proposal for purchasing 2 new trucks to replace Danby's brush truck (441) and utility vehicle (442). Lengthy discussion followed.

Commissioner Westmiller moved to adopt Resolution 2016-09-13.2 to move \$96,000.00 from Reserves Equipment New Capital Reserve Account to the District's General Operating Account for continued Fire District Operations for acquisition of a brush vehicle (Ford F350) and utility vehicle (Ford F250) with attendant equipment; Commissioner Kokkelenberg seconded the motion. A roll call vote was taken:

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

Motion carried 5-0

- Brief discussion on 2016 being the Fire District's 70<sup>th</sup> birthday and that each Fire Company is holding a BBQ on the Weekend of October 15-16.

Commissioner Westmiller made a motion to purchase 1 sheet cake for West Danby Fire Company to distribute on October 15<sup>th</sup> at their Craft Show and BBQ and 1 sheet cake for Danby to distribute on October 16<sup>th</sup> at their Fire Prevention Open House and BBQ. Commissioner Faehndrich seconded. 5 yes. Carried 5-0.

MEETING DATE AND TIME:

- Discussion held on 3 commissioners not being at the October 18<sup>th</sup> budget hearing or commissioner meeting. Decision made to have a Special Meeting on October 25, 2016 at 7:00 p.m. to adopt 2017 budget.
- Decision made to cancel September 20<sup>th</sup> commissioner meeting.
- Next meeting will be October 11, 2016 at 7:00 p.m.

Meeting adjourned at 10:15 p.m..

Sharon Gaden  
Secretary

**RESOLUTION TO TRANSFER MONEY  
FROM  
CONTINGENCY ACCOUNT A3410.9  
TO  
DANBY OUTDOOR SIGN ACCOUNT A3410.2.500.503**

**RESOLUTION 2016-09-13.1**

**WHEREAS** The Danby Fire District approved the purchase of an Outdoor Sign at 1780 Danby Road in the amount of \$18,958.00;

**WHEREAS** The Danby Fire District received the following donations to assist in the cost of the Outdoor Sign: Tompkins Trust Company \$1,000.00; True Insurance Company \$500.00 and Danby Volunteer Fire Company, Inc. \$2,000.00, which donations total \$3,500.00;

**WHEREAS** the remaining cost of \$15,958.00 for the Outdoor Sign was 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 this amount;

**WE RESOLVE** to transfer \$15,958.00 from Contingency Account A3410.9 to Danby Outdoor Sign Account A3410.2.500.503.

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

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

Adopted by the Board of Fire Commissioners on September 13, 2016.

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Sharon Gaden, Secretary  
Danby Fire District

**DANBY FIRE DISTRICT**  
**RESOLUTION TO TRANSFER FUNDS FROM**  
**CAPITAL RESERVE ACCOUNT**  
**TO THE GENERAL OPERATING ACCOUNT**

Resolution No. 2016-09-13.2

**RESOLVED**, that pursuant to Section 6-g of the General Municipal Law, as amended, the Danby Fire District does hereby authorize the transfer of not more than \$96,000.00 from its Reserve Equipment New Capital Reserve Account to the District's General Operating Account for continued Fire District operations for acquisition of a brush vehicle (Ford F350) and a utility vehicle (Ford F250) with attendant equipment for Fire District purposes and services related thereto.

No expenditure shall be made except upon authorization of the Board.

**FURTHER RESOLVED**, that this resolution is subject to a permissive referendum as provided by Section 6-g of the General Municipal Law.

Commissioner Westmiller moved, Commissioner Kokkelenberg seconded, and the Board of Fire Commissioners voted as follows:

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

Adopted by the Board of Fire Commissioners on September 13, 2016.

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Sharon Gaden, Secretary  
Danby Fire District