

# MINUTES OF THE REGULAR MEETING

October 11, 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  
Ted Crane

## MINUTES:

06/30/16 and 09/13/16 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 10, claims 208-238 in the amount of \$27,959.55. Motion seconded by Commissioner Faehndrich. Carried 5-0.

## TREASURER'S REPORT:

- Financial Reports as of September 30, 2016 emailed to Commissioners and Chiefs
- Financial Reports as of October 11, 2016 presented with Balance Sheet updated
- A3410.2 Equipment Accounts to date given to Chiefs
- Checked for closure of AFG Hose and Nozzle grant on September 27<sup>th</sup> and Close-Out Module not available yet
- Called Verizon due to difference in Danby/West Danby bills. West Danby plan expires. Plan made retroactive and refund of \$49.45 to be on next bill
- Intuit EFT for checks was incorrect. That will be corrected with a refund of \$48.20 to VISA
- The Code 42 Crash Plan is on the "cloud". Karl advises to go to the Crash Plan website to recover files if necessary rather than to recover files thru the program
- Fleet Identification Number (FIN) "KY525", confirmation and welcome letter received. No payment made to Dovi Motor at this time.
- Form W-9 sent to Cornell University Financial Service via Penny Givin, Asst. to Associate Vice President Community Relations
- Quote for generator repair at West Danby: \$2,259.94.

Commissioner Kokkelenberg moved to accept the Treasurer's Report. Motion seconded by Commissioner Faehndrich. Carried 4 yes 1 absent.

## PRIVILEGE OF THE FLOOR

## COMMUNICATIONS:

- Affidavits of Publication for Resolution to Transfer Funds from Reserve Equipment published July 15, 2016;
- Emailed Field Representative with additional data requested to complete ISO rating;
- Received Affidavit of Publication from Ithaca Journal for no meeting on September 20, 2016 notification;
- Title for 2011 Tahoe (1442);
- Affidavit of Publication from Ithaca Journal for transfer of monies from Reserve to operating to purchase 2 vehicles with attendant equipment (441 and 442);
- New labor laws posters;
- Yearly maintenance report received on Danby's generator from Kinsley Power Systems;
- Yearly maintenance report received on West Danby's generator from Kinsley Power Systems;

- Perma Fall Newsletter received by email and forwarded to Commissioners, Chiefs and Treasurer;
- October edition of Danby Area News;
- Free Perma training – flagging certification or written communication – to be held November 3, 2016;
- Affidavit of Publication for Notice of Hearing on Brooktondale Contract; and
- Affidavit of Publication for Notice of Hearing on 2017 Budget.

#### **CHIEF’S REPORTS:**

##### WDFC:

- No written report September was received.
- Gave Secretary copies of driver’s licenses for R. McCray and M. Addario
- Has a new door handle for walk-in door with combination lock
- Chief Wendt brought up chief’s cabinet purchased with new 1442, it was removed. Chief Gaden reported Admiral Fire and Savings may have a buyer for the chief cabinet purchased with the new 1442.

Commissioner Kokkelenberg made a motion to declare the chief’s cabinet purchased with the 2011 Tahoe (new 1442) surplus. Commissioner Faehndrich seconded. Carried 5-0.

##### DVFC:

- Written report for September was received
- 1 new members accepted pending District approval: Anthony Capron.
- Station usage: November 6, 2016 baby shower; December 17, 2016 Sessler Christmas party; Pancake breakfasts: December 11, 2016, January 15, 2017, February 26, 2017 and March 26, 2017.

Commissioner Westmiller moved to accept Danby new member, Anthony Capron pending arson/ sexual offender check and physical. Commissioner Faehndrich seconded. Carried 5-0.

Commissioner Freedman moved to accept Danby station usage. Commissioner Westmiller seconded. Carried 5-0.

#### **COMMITTEES:**

##### PURCHASING:

- Chief Wendt ordered new AED pads for Adults and PEDs
- Chiefs reported leather boots are in
- Chief Gaden is placing small EMS equipment order

##### BUILDINGS/GROUNDS:

- Pest control for both fire stations discussed. Commissioner Freedman obtained 3 quotes: Orkin for Danby Fire Station only \$195.00 initial payment and then \$60.00 per month; JAAG Pest Solutions for Danby Fire Station \$35.00 per month and for West Danby Fire Station \$30.00 per month; MRC Pest Control for Danby and West Danby stations \$30.00 per month.

Commissioner Freedman moved to use JAAG Pest Solutions for pest control at \$35.00/month Danby station and \$30.00/month West Danby station. Commissioner Faehndrich seconded. Carried 5-0.

- Verizon contract for West Danby internet service was briefly discussed.

Commissioner Faehndrich moved to accept the Verizon internet service at West Danby Fire Station proposal of \$34.99 a month. Motion seconded by Commissioner Kokkelenberg. Carried 5-0.

- Chiefs reported buildings are being cleaned by cleaning company.
- Chief Wendt requested a second Mirabito card. Brief Discussion. Commissioner Westmiller authorized another Mirabito card for West Danby
- Discussion held on West Danby Fire Station repair list. Chief Wendt reported he has one quote for overhead door safety switches and door remotes. Further discussion on shore power cords and catch basin. Brief discussion on floor drains.

#### GRANTS:

- Commissioner Anderson reported all of the requested information has been submitted to Assemblywoman Barbara Lifton's office and she will keep inquiring on status.
- SCBA grant is moving along and grant writer will submit it when it is completed
- Commissioner Kokkelenberg reported on feedback he received on why we did not receive the grants for brush truck and radios.

#### INSURANCE:

- Accident and sickness insurance policy renewal received. Brief discussion held, policy will increase \$200 from this year.

Commissioner Freedman moved to accept the ESIP Accident & Health Insurance Proposal. Motion seconded by Commissioner Faehndrich. Carried 5-0.

#### TRUCKS (maintenance and purchasing):

- Chief Wendt reported tires for tanker 1401 and brush truck 1441 will be in next week
- Chief Wendt reported new 1442 was put in service last week (showed pictures). Treasurer Bowles will check on current amount of coverage and will increase to \$45,000.00 if necessary.
- Discussion held on protocol for selling old 1442.
- Chief Wendt heard back from Mahlon Irish pertaining to specs for new 1441. The committee is going to reviewing his suggestions. Brief discussion held.
- Chief Gaden reported pump testing was done.
- Chief Gaden reported after October 14<sup>th</sup> the new 441 and 442 and accessory equipment can be ordered. He also reported the Town Highway Department approached him about possibly purchasing the old 441.
- Received quote from Krown Rust Protection & Accessories in Stanley to do undercoating on the following trucks: 2 Pumpers \$250.00 each; 2 Tankers \$225.00 each; 1 F-350 brush truck \$165.00 and 2 Chevy Suburbans \$130.00 each. Discussion held.

Commissioner Kokkelenberg moved to accept Krown Rust Protection & Accessories Proposal for undercoating of vehicles. Motion seconded by Commissioner Freedman. Carried. 5-0

#### TOWN BOARD:

- Brief discussion held on having not received a Memorandum of Understanding with the Town regarding Solar power.
- Brief discussion on having not received a Memorandum of Understanding from the Town in regards to posting meetings notices on District's new outdoor sign.

#### RECORDS:

- Received Kinsley Power Systems yearly testing reports on generators at both fire stations. Brief discussion on quotes received for additional repairs. Quote for Danby Fire Station: \$1,704.09 to replace radiator hoses, belt and coolant. Quote for West Danby Fire Station: \$2,259.94 to replace water pump and gasket, lower radiator hose O-ring, serpentine belt and coolant. West Danby Water District will pay 25% of the repairs on the generator at West Danby Fire Station

Commissioner Faehndrich made a motion to accept Kinsley Power Systems quotes: \$1,704.09 Danby and \$2,259.94 West Danby to repair generators. Commissioner Anderson seconded. Carried 5-0.

- Have not yet received written report from pump testing
- Lens report received.

#### POLICY:

- Committee in the process of reviewing the policies.

#### MEMBERSHIP/TRAINING:

- Need list of qualified drivers for Danby

#### LONG RANGE PLAN:

- Committee will be working on this.

BUDGET:

- Hearing is October 18, 2016 at 7:00 at the Danby Fire Station

OLD BUSINESS:

- Commissioner elections to be held December 13, 2016. Commissioner Kokkelenberg will arrange for the bus to transport West Danby residents to the Danby Fire Station from 5:00 p.m. to 9:00 p.m. to vote.
- Lengthy discussion held on status of new outdoor sign. Sign committee will be Commissioners Anderson and Faehndrich and Secretary Gaden. Chiefs Gaden and Wendt will assist as needed.

NEW BUSINESS:

- Brief discussion held on proposal from Inero & Co. CPAs, LLP for auditing Fire District

Commissioner Freedman moved to accept Inero & Co. CPAs, LLP Proposal for auditing services for the next 2 years at the cost of \$7,800.00. Motion seconded by Commissioner Faehndrich. Carried 5-0.

NEXT MEETING DATE/TIME:

- October 18, 2016 at 6:45 p.m. Brooktondale contract public hearing
- October 18, 2016 at 7:00 p.m. Proposed 2017 budget public hearing
- October 18, 2016 after public hearings – Commissioner meeting
- October 25, 2016 at 7:00 p.m. additional Commissioner meeting

Meeting adjourned at 9:07 p.m..

Sharon Gaden  
Secretary