

## MINUTES OF THE REGULAR MEETING

June 12, 2012

*Prior to the meeting, an update was given on Chief Gaden's medical condition resulting from his motorcycle accident on Sunday 6-10-12. Chief Gaden is in fair condition. His right leg was reattached during a 5 hour surgery Sunday night and the doctors are looking into possible shoulder injuries. He is at Robert Packer Hospital in Sayre, PA and will be transferred to Geisinger Hospital for reconstructive surgery.*

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:30 pm on at the West Danby Fire Station

### ATTENDANCE:

Commissioners: Gene Beavers  
Ralph Bowles  
Pat Caveney  
Richard Oltz  
Wayne Westmiller

Officers: Deanna Bowles, Secretary Treasurer Marrell Cortright, W Danby Fire Co. President  
Roger Grant, Asst. Danby Chief Steve Cortright, W Danby Fire Co. Vice President  
Scott Wendt, W Danby Chief Mel Westmiller, Asst. W Danby Chief

Public:

### MINUTES:

Commissioner Oltz made a motion to approve the May 8, 2012 minutes. Motion was seconded by Commissioner Bowles and carried with all in favor.

### TREASURER'S REPORT:

Refund checks totaling \$531.78, for Form 940 overpayment in 2011, were received from the US Treasury. The District is a local government agency and therefore is not required to file Form 940.

Commissioner Beavers made a motion to transfer 2011 unspent funds totaling \$14,217.06 to the New Equipment Reserve fund. Motion was seconded by Commissioner Westmiller. A roll call vote was taken.

Commissioner Beavers	aye
Commissioner Bowles	aye
Commissioner Caveney	aye
Commissioner Oltz	aye
Commissioner Westmiller	aye

Motion was carried with all in favor.

Commissioner Oltz made a motion to approve the treasurer's report and to pay Operating Fund Abstract 6 claims 103-123 in the amount of \$43255.51, and to pay Construction Fund Abstract 6 claim 4 in the amount of \$2800 pending more information requested by Commissioner Caveney. Motion was seconded by Commissioner Beavers and carried with all in favor.

### COMMUNICATIONS:

The following communications were received:

Northern Tool Equipment account is now a Capital One account.

West Danby Water District Annual Drinking Water Quality Report.

Occustar sign-up sheets for June 25, 2012 physicals, due back to the secretary by June 18, 2012.

Mancini & Ferrara proposal for paving the apron at the Danby Fire Station. Commissioner Caveney presented an RFP for Pavement Work to be advertised with a July 10 Bid Opening.

**COMMITTEES:**

**PURCHASING:**

Chief Westmiller reported purchasing a generator and light at the Harrisburg Expo.

**BUILDINGS & GROUNDS:**

Danby Fire Station:

The RFP for Pavement Work with a July 10 Bid Opening will be advertised in the Ithaca Journal. Copies will also be sent to Mancini & Ferrara, HW Streeter Paving & Excavating, Contour Construction, and Suit-Kote Corporation.

Member Only parking signs will be considered after the pavement work is completed.

West Danby Fire Station:

There is no known paving work scheduled by the Town of Danby on Sylvan Lane. Paving at W Danby Fire Station is on hold until next year when it can be budgeted.

**INSURANCE:**

No report

**TRUCKS:**

Truck specs have been given to Mahlon Irish, retired firefighter for Ithaca Fire Dept., for review and comments. They will also be given to the Commissioners.

1401 will be inspected at Caskey's Garage.

**TOWN BOARD:**

No report

**RECORD RETENTION:**

No report

**POLICY:**

The Resolution to Adopt the Apparatus Driving Policy was tabled until the next meeting.

The Resolution for District Chief was tabled until a future date due to the absence of Chief Gaden.

Commissioner Bowles made a motion to approve the Resolution to adopt a new version of Code of Ethics.

Commissioner Westmiller seconded the motion and a roll call vote was taken.

Commissioner Beavers	aye
Commissioner Bowles	aye
Commissioner Caveney	aye

Commissioner Oltz aye

Commissioner Westmiller aye

Motion was carried with all in favor.

#### **DANBY ADDITION:**

No report

#### **AUDIT:**

A copy of the 2011 Financial Audit was sent electronically to the Office of the State Comptroller and the Town of Danby website. A printed copy will also be delivered to the Danby Town Clerk.

#### **CHIEFS REPORTS:**

##### DVFC:

No written report was received.

George Jakubson requested approval to attend an EVOC Course at the Spencer Fire Dept.

Applications were received for membership from Steven Hilsdorf and Tyler Dorn .

##### WDFD:

No written report was received.

The 4-gas meter is back in service.

The air and electrical lines in the truck bays need to be re-run for safety reasons. Materials need to be purchased and manpower donated

An application was received for membership from Aaron Becker.

Stefen Diemecke requested approval to attend FF1 at the Montour Academy.

Commissioner Oltz made a motion to approve the new members pending arson checks and physicals. Motion was seconded by Commissioner Bowles and carried with all in favor.

Commissioner Beavers made a motion to approve the training requests pending paperwork. Commissioner Westmiller seconded the motion and the motion was carried with all in favor.

The Fun Day Committee requested approval to donate proceeds from Fun Day to Chief Gaden for expenses and recovery. Commissioners concurred.

#### **NEW BUSINESS:**

Meeting was adjourned to Executive Session at 8:50 pm to discuss personnel issue on motion by Commissioner Westmiller, seconded by Commissioner Oltz. Motion passed with all approving. No action was taken in the Executive Session. The regular meeting re-convened at 9:10 pm..

Motion was made by Commissioner Beavers, seconded by Commissioner Westmiller to approve legal fees in an amount not to exceed \$2500 subject to receipt of a voucher therefor and upon audit approval by a majority of the Board of Fire Commissioners. Motion was passed with all approving.

The June 19, 2012 meeting was cancelled. The next meeting will be July 9, 2012 at 7:30 pm at the Danby Fire Station.

Meeting adjourned at 9:15 pm.

Respectfully submitted,  
Deanna Bowles  
Secretary

DRAFT