

## MINUTES OF THE REGULAR MEETING

June 11, 2013

The regular meeting of the Danby Fire District was called to order by Commissioner Westmiller at 7:41 pm on June 11, 2013 at the West Danby Fire Station

### ATTENDANCE:

Commissioners: Ralph Bowles  
Bill Halton  
Richard Oltz  
Wayne Westmiller

Absent: Gene Beavers

Officers: Deanna Bowles, Secretary Treasurer  
John Gaden, Danby Chief  
Scott Wendt, W. Danby Chief

Public:

### MINUTES:

Commissioner Halton moved to approve the May 14, 2013 minutes. Commissioner Oltz seconded the motion. Motion carried with all in favor. Commissioner Westmiller moved to approve the May 22, 2013 Long Range Planning Workshop minutes, seconded by Commissioner Halton. Motion carried with all in favor.

### TREASURER'S REPORT:

West Danby Water District was invoiced for \$57.50 (25% of \$230 maintenance contract).

The OSC Advanced Accounting Course was attended and very informative. A written report will be forthcoming.

Discussed the Harrisburg Fire Expo and determined by consensus to charge the costs of the recent trip to the West Danby New Equipment Fund since the main purpose was to purchase equipment rather than training.

Commissioner Oltz moved to approve the treasurer's report and to pay Abstract 6 General Fund claims 113-129 in the amount of \$7091.52. Commissioner Westmiller seconded the motion. Motion carried with all in favor.

### COMMUNICATIONS:

The following communications were received:

- Climate Control Technologies' proposal to replace the boiler at the Danby Fire Station. Commissioner Westmiller and Chief Gaden will write specs for RFP's to acquire additional proposals and RFP's for the necessary related asbestos abatement.
- Occustar information for physicals on June 24, 2013 – forwarded to Chiefs. Secretary Treasurer Bowles will fax the sign-up list to Occustar.
- 443 Accident Report information including McNeil acknowledgement, Asst. Chief Wyatt's report, McNeil Vehicle Accident Report, Sheriff Moracco's Accident Information Exchange Form, and a copy of McNeil report stating no disability from injury.
- Proposals for 443 repair
- 2012 PERMA Payroll Audit
- Jerome Fire Equipment documentation of donation to the Chinese Auction for Fun Day.
- Griffith Energy letter regarding delivery information.
- Arch Insurance (McNeil) Policy Changes (Danby Volunteer Fire Co., Inc. in lieu of Danby Fire Company).
- WDWD Annual Drinking Water Quality Report for 2012.
- NYS DOH survey request and response by Danby EMS Director Jakobson.
- Email from Attorney Shahan – forwarded to those named in the Crown law suit.

- LENS report regarding the suspension of a member's license.
- Personal Concepts updated poster offer @ \$19.95 each + \$5.95 shipping. Commissioner Bowles moved to purchase 2 updated posters. Motion seconded by Commissioner Westmiller. Motion carried with all in favor.
- FASNY Convention email re: Stabilization and Extrication Training – forwarded the Chiefs.
- W. Danby Treasurer Carlisle email regarding selling reusable bags – approved via email.
- OSC email regarding “Leading the Way: Changing Course to Avoid Your Own Fiscal Cliff” in Watertown June 12<sup>th</sup>. This was discussed at the OSC Advanced Accounting Course and will be presented several times at various locations.
- FASNY 141<sup>st</sup> Annual Convention Aug. 21-23, Albany, NY – forwarded to the Chiefs.

#### **COMMITTEES:**

#### **PURCHASING:**

Turn Out Gear has been ordered.

#### **BUILDINGS & GROUNDS:**

##### Danby Fire Station:

Apron sealing is pending. Pot holes in the side parking lot will be filled by the Town of Danby Highway Dept.

##### West Danby Fire Station:

Bird entry has been identified and taken care of.

#### **INSURANCE:**

Commissioner Halton met with Mike White from McNeil & Co. and Jeanette Stedje from True Insurance to discuss Cyber Security Insurance. Commissioner Halton moved to purchase \$100 K of Cyber Security Insurance at a cost of \$394 per year, which is the lowest level available. Commissioner Oltz seconded the motion. Motion carried with all in favor. Commissioner Westmiller moved to transfer \$400 from Publications Account to Insurance Account. Commissioner Halton seconded the motion. Motion carried with all in favor.

#### **TRUCKS:**

442 is at Caskey's Garage for brake work and NYS Inspection.

443 body work is pending along with new tires and alignment.

1441 will be going to Caskey's Garage to have the transmission checked and NYS Inspection.

The cabs and chassis have not yet been received by 4-Guys. The completed trucks are now expected to be delivered late November or early December.

#### **TOWN BOARD:**

No report

#### **RECORDS:**

Instructions were given to the Chiefs for incident reporting to [NFIRS@dos.state.ny.us](mailto:NFIRS@dos.state.ny.us).

#### **POLICY:**

Copies of the NYS Office of Fire Prevention and Control “Report of Out-of-State Fire Training” were given to Commissioners and Chiefs to add to their District Policy Manuals, Section 1 Funding of Training Programs.

**TRUCK BOND:**

Secretary Treasurer Bowles will check with Attorney Butler regarding contacting 1<sup>st</sup> Niagara Bank for bonding.

**TRAINING REQUESTS:**

None.

**LONG RANGE PLAN:**

Commissioner Halton requested the next Workshop be scheduled in August.

**CHIEFS REPORTS:**

DVFC: A written report for May was received.

Quotes are being received for SCBA Annual Flow Testing.

A resignation was received from Bonnie Compton.

A Defensive Driving Course will be scheduled for fall.

Danby Democrats requested use of the station for meeting on Sep. 12<sup>th</sup> at 6:30 pm. Barbara Robinson requested use of the station on Aug. 11<sup>th</sup> for a birthday party, including set-up on Aug. 10<sup>th</sup>. Commissioner Westmiller moved to approve the station usages. Commissioner Oltz seconded the motion. Motion carried with all in favor.

WDFD: No written reports were received.

Their laptop will be repaired at Best Buy under contract.

President Cooper is checking with Attorney Butler on incorporating the West Danby Fire Company.

Treasurer Carlisle is obtaining quotes from Time Warner for cable service to the station.

New (returning) member Amy Westmiller was approved for membership pending approval by the Board of Fire Commissioners. Commissioner Oltz moved to accept the new member pending a physical and arson check. Commissioner Halton seconded the motion. Motion carried with Commissioners Bowles, Halton, and Oltz in favor. Commissioner Westmiller abstained.

**NEW BUSINESS:**

The meeting scheduled for June 18<sup>th</sup> was cancelled by consensus.

Meeting adjourned at 9:40 pm.

Respectfully submitted,

Deanna Bowles  
Secretary