

MINUTES OF THE REGULAR MEETING

December 16, 2015

Note: The Danby Fire District meeting scheduled for December 15, 2015 was cancelled due to lack of a quorum and re-scheduled for December 16, 2015.

The meeting was called to order by Chairman Westmiller at 4:08 pm on December 16, 2015 at the Danby Fire Station.

ATTENDANCE:

Commissioners: Joe Freedman
Edward Kokkelenberg
Wayne Westmiller

Absent: Gene Beavers
Kevin Faehndrich

Officers: Deanna Bowles, Secretary Treasurer

Public:

MINUTES:

Commissioner Westmiller moved to approve the November 17, 2015 minutes as presented. Motion seconded by Commissioner Freedman and carried with all in favor.

APPROVAL OF BILLS:

Commissioner Kokkelenberg moved to pay the vouchers as audited and approved on Operating Account Abstract 12 claims 262-283 in the amount of \$4816.59, and to authorize the Treasurer to pay all bills where invoices have been received and are due and payable on or before December 31, 2015. In addition all invoices received that are not due and payable until after December 31, 2015, or services rendered where invoices have not been received as of December 31, 2015, including, but not limited to, the purchase of a Hurst Tool Pump, shall be accrued at year end. The accrual shall exclude recurring payments such as Electric and Gas where 12 months of expense has been paid and recorded. Motion seconded by Commissioner Freedman and carried with all in favor.

TREASURER'S REPORT:

- P&L for 12/9/15-12/15/15 was presented;
- Suggested depositing left over funds from the budget (if any) to reserve accounts leaving enough uncommitted funds for operation in 2016 until tax levy is received.

Commissioner Kokkelenberg moved to approve a resolution to deposit under-budget funds to reserve accounts as follows: 94% to New Equipment Account and 2% each to New Building, Equipment Repair, and Building Repair Accounts, leaving adequate uncommitted funds for the District to operate in 2016 until tax levy is received.

Commissioner Westmiller seconded the motion and a roll call vote was taken. Motion carried with all in favor.

Commissioner Freedman moved to accept the Treasurer's Report, seconded by Commissioner Westmiller and carried with all in favor.

COMMUNICATIONS:

- OSC AUD information for filing fiscal year ending Dec. 31, 2015;
- Open House invitation to Insero & Co. on Jan. 14, 2016 4:30-7 pm. RSVP by Jan. 7, 2016;
- 2015 Annual Report on Revenues and Expenditures of Foreign Fire Insurance Premiums – sent to fire company treasurers;
- McNeil & Co. acknowledgement of claim for Beatrice Hogben;
- TTC Securities Pledged for Danby Fire District;

- Notice of Organizational Meeting submitted to Ithaca Journal and sent to Town Clerk and website;
- 5 copies of *Fire District Affairs*, Dec. 15-Jan. 16;
- WC quotes: PERMA 1 year \$29173, 2 year \$27716 and \$27107-\$33428 depending on Loss Ratio, FDM 1 year \$38907;

Commissioner Freedman move to accept the 2-year option, seconded by Commissioner Kokkelenberg and carried with all in favor.

- McNeil & Co. regarding Arch Ins. Advocacy Services and Assist America Global Emergency Services;
- PERMA Safety Person of the Year nominating information – emailed to Commissioners and Chiefs;
- FireHouse Software \$915 (3) licenses, \$795 (2) licenses.

Commissioner Westmiller moved to renew FireHouse Software for 2 licenses instead of 3 licenses. The fire companies have separate filing numbers and no longer require the Secretary to combine the incident reports for NFIRS reporting, therefore a license for the District Office is no longer necessary. Motion seconded by Commissioner Freedman and carried with all in favor.

Privilege of the Floor:

CHIEFS REPORTS:

DVFC:

- New member William “Bailey” Phipps was accepted pending approval by the Board of Fire Commissioners.

Commissioner Kokkelenberg moved to approve William “Bailey” Phipps for membership pending a firefighter physical and a background check with the NYS Division of Criminal Justice Services. Motion seconded by Commissioner Westmiller and carried with all in favor.

WDFC:

- A written report was received for November.

COMMITTEES:

PURCHASING:

Commissioner Westmiller moved to purchase a pump for W. Danby Fire Co. at an estimated cost of \$6750 and to accrue the expense for 2015, seconded by Commissioner Freedman and carried with all in favor.

BUILDINGS/GROUNDS: No report.

INSURANCE: No report.

TRUCKS: No report

TOWN BOARD: No report

RECORDS: No report.

POLICY:

Commissioner Freedman moved to approve all policies based on review of all policies, the changes presented and subsequent answers to outstanding issues. Motion seconded by Commissioner Kokkelenberg and carried with all in favor.

MEMBERSHIP/TRAINING: No report.

LONG RANGE PLAN: No report.

AUDIT: No report.

BUDGET: No report.

GRANTS:

- Engage Cornell may have another team to work on recruitment;
- The EMS Study is being done by a student from Cornell, not Ithaca College as reported earlier.

ELECTION: No report.

OLD BUSINESS: None.

NEW BUSINESS:

- The following officers have been elected by the fire companies:

Position	Danby	West Danby
Chief:	John Gaden	Scott Wendt
1 st Asst.:	Roger Grant	Mel Westmiller
2 nd Asst.:	Peter Goodman	Ken VanEtten
3 rd Asst.:	Tyler Dorn	Tod Sukontarak
Lt:	Dan Saracino	
President:	Peter Goodman	Steve Cortright
Vice Pres:	Deanna Bowles	Lori Robbins
Secretary	Sharon Gaden	Marrell Cortright
Treasurer	Elizabeth Saracino	Anne Becker
Dir. At Lg	Dan Saracino	
Trustee		Skip Fairchild

Commissioner Kokkelenberg moved to approve the officers as elected. They shall take office on January 1, 2016 and fire officers will be sworn in at the Organizational Meeting on January 12, 2016 at 7 pm. Motion seconded by Commissioner Freedman and carried with all in favor.

Meeting adjourned at 5:18 pm.

Deanna Bowles
Secretary Treasurer