

MINUTES OF THE REGULAR MEETING

December 20, 2016

Commissioner Westmiller called the regular meeting to order at 7:02 p.m. at the Danby Fire Station.

ATTENDANCE:

COMMISSIONERS:

Joe Freedman
Edward Kokkelenberg (late)
Wayne Westmiller

ABSENT:

Katherine Anderson
Kevin Faehndrich

OFFICERS:

Deanna Bowles, Treasurer
Sharon Gaden, Secretary, Deputy Treasurer
John Gaden, Danby Fire Chief

PUBLIC:

Ralph Bowles

MINUTES:

December 13, 2016 minutes were approved with 4 corrections and forwarded to the Town Clerk and Town webmaster.

APPROVAL OF BILLS:

Commissioner Freedman moved to pay the vouchers as audited and approved on Operating Account Abstract 12, claims 316-320 in the amount of \$1,644.32. Motion seconded by Commissioner Wesmiller. Motion carried 3-0.

TREASURER'S REPORT:

- Check from Town of Danby for 25% of generator maintenance.
- Financial reports up through December 20, 2016 were emailed to Commissioners and Secretary.
- Request to move \$1,164.01 from contingency to Social Security; Workers Compensation and Unemployment accounts that were over budget.
- Request to move \$12,697.10 from contingency account to New Equipment Capital Reserve account.
- Received information from the Office of the State Comptroller regarding AUD.

Commissioner Westmiller moved to adopt Resolution 2016-12-20.1 to move \$1,164.01 from contingency account A3410.9 to the following accounts: \$101.30 to Social Security account A9030.8; \$738.00 to Workers Compensation account A9040.8; and \$324.71 to Unemployment account A9050.8. Commissioner Kokkelenberg seconded the motion. Motion carried 3 yes 2 absent.

Commissioner Freedman moved to adopt Resolution 2016-12-20.2 to move \$12,476.66 from contingency account A3410.9 to New Equipment Capital Reserve account; Commissioner Westmiller seconded the motion. Motion carried 3 yes 2 absent.

Commissioner Freedman moved to accept the Treasurer's Report. Motion seconded by Commissioner Kokkelenberg. Carried 3-0.

COMMUNICATIONS:

- Email from Attorney Butler re: Solar Power MOU with Town of Danby (emailed to Commissioners)
- Reminder from Gaggle to have septic pumped
- Letter from State of New York Office of the State Comptroller with Annual Report on Revenues and Expenditures of Foreign Fire Insurance Premiums to be completed by the Treasurers of the Fire Companies.
- Affidavit of Publication of Organizational Meeting date and time
- Affidavit from Pamela Goddard, Town Clerk, election results were filed in Clerk's Office on December 14, 2016

PRIVILEGE OF THE FLOOR

CHIEF'S REPORTS:

Commissioners discussed the Chiefs work on succession planning

WDFC: Received written reports for July, August, September and October

DVFC: Chief Gaden reported:

- Received the drawing on the new 421 to review and approve.
- Electrician has ordered an industrial solar light for the flag pole
- Priority One will coming on December 21st to take 401 back to fix the door ajar light and the gauges.

- He and Commissioner Westmiller will be going to Dovi Motors to pick up new 441 and 442 and taking them to Admiral to be built.
- He and others will be meeting with representatives from Data Demon on December 21st.
- Requested the Commissioners consider increasing the amount the Danby Fire Company Treasurer is bonded for at the Organizational meeting.
- Company elected Line Officers for Danby for 2017: Chief: John Gaden; 1st Assistant Chief: Peter Goodman; 2nd Assistant: Tyler Dorn; 3rd Assistant Chief: Daniel Saracino; Lieutenant: Simon Wyatt.
- Company elected Line Officers for West Danby for 2017: Chief: Scott Wendt; 1st Assistant Chief: Ken VanEtten; 2nd Assistant Chief: Mel Westmiller; 3rd Assistant Chief: vacant.

Commissioner Westmiller made a motion to accept the Line Officers elected by Danby and West Danby Fire Companies. Motion seconded by Commissioner Freedman. Motion carried 3-0.

COMMITTEES:

PURCHASING: NONE

BUILDING/GROUNDS: NONE

GRANTS: NONE

INSURANCE:

- Discussion held on replacement coverage for buildings and property coverage for both Fire Companies. Commissioner Freedman and Treasurer Bowles will research further.

TRUCKS: NONE

TOWN BOARD: NONE

RECORDS: NONE

POLICY: NONE

MEMBERSHIP/TRAINING:

- Brief discussion on how to get new recruits and a possible incentive program.
- Chief Gaden requested the Commissioners authorize the Treasurer to pay for the food for the mandatory OSHA class on January 7, 2017. Brief discussion

Commissioner Westmiller made a motion to authorize the Treasurer to pay for the food for the OSHA training on January 7, 2017 and it not to exceed \$599.00. Motion seconded by Commissioner Kokkelenberg. Motion carried 3-0.

LONG RANGE PLAN: NONE

BUDGET: NONE

OLD BUSINESS:

- Brief discussion held on bus transportation for the Commissioner election on December 13, 2016.

NEW BUSINESS:

- Treasurer Bowles reported the Audit will be starting January 23, 2017.
- Treasurer Bowles requested authorization to pay all invoices received prior to yearend.

Commissioner Freedman made a motion to authorize the Treasurer to pay all bills where invoices have been received and are due and payable on or before December 31, 2016. Motion seconded by Commissioner Kokkelenberg. Motion carried 3-0.

Next Meeting date and time:

- Organizational meeting with regular meeting to follow on January 10, 2017 at 7 p.m.

Meeting adjourned at 8:12 p.m.

Respectfully submitted,

Sharon Gaden
Secretary

RESOLUTION TO TRANSFER MONEY

**FROM
CONTINGENCY ACCOUNT A3410.9
TO**

NEW EQUIPMENT CAPITAL RESERVE ACOCUNT

RESOLUTION 2016-12-20.2

WHEREAS The Danby Fire District had unspent funds remaining in the 2016 Budget;

WHEREAS The Danby Fire District has Reserve Accounts for planned and unexpected expenses;

WE RESOLVE to transfer the unspent contingency funds of \$12,476.66 to New Equipment Capital Reserve account.

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

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

Aye 3
Nay 0

Adopted by the Board of Fire Commissioners on December 20, 2016.

Sharon Gaden
Secretary

**RESOLUTION TO TRANSFER MONEY
FROM
ACCOUNT A3410.4
TO ACCOUNTS A9030.8, A9040.8 & A9050.8**

RESOLUTION 2016-12-20.1

WHEREAS The Danby Fire District had unplanned Account A9030.8 Social Security expenses in the amount of \$101.30;

WHEREAS The Danby Fire District had unplanned Account A9040.8 Workers Compensation expenses in the amount of \$7358.00,

WHEREAS The Danby Fire District had unplanned Account A9050.8 Unemployment expense of \$324.71;

WHEREAS The Danby Fire District budgeted amount for Account A3410.4. Contractual was over budgeted in the amount of \$13,861.02;

WE RESOLVE to transfer \$1,164.01 from Account A3410.4 as follows:

- \$101.30 to Account A9030.8 Social Security
- \$738.00 to Account A9040.8 Workers Compensation
- \$324.71 to Account A9050.8 Unemployment.

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

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

Adopted by the Board of Fire Commissioners on December 20, 2016.

Sharon Gaden
Secretary