

The Cuba Joint Fire District held its organizational meeting at 6:30 P.M. on Wednesday, January 8, 2014 in the AAACC at 4 Green Street, Cuba New York.

The meeting was conducted by Treasurer Melissa Patanella until a permanent Chair person could be elected.

The meeting opened with the pledge to the flag.

Roll Call: Commissioners: Marlene Doyle-absent; Russ Heslin-present; Mike Johnson-present; John Lafever-present; Douglas Rettig-present; Treasurer Melissa Patanella-present; Secretary pro tem Richard Seigel-present.

Also present: Chief Kevin Nutt; Dave Hardman; Jason Butts.

Motion by John Lafever 2<sup>nd</sup> by Mike Johnson to appoint Russ Heslin as the Chairman for the District. Motion carried by a vote of (3) ayes, (1) abstain.

Motion by Mike Johnson 2<sup>nd</sup> by Russ Heslin hat Doug Rettig be appointed as Vice Chairman for the district. Motion carried by a vote of (3) ayes (1) abstain.

Motion by Russ Heslin 2<sup>nd</sup> by Mike Johnson to appoint Richard Seigel as Secretary for the district for a 1 year term. Motion carried by a vote of 4-0.

Motion by John Lafever 2<sup>nd</sup> by Mike Johnson that the district keep the 5 Star Bank as the district's financial institution. Motion carried by a vote of 4-0.

Motion by Mike Johnson 2<sup>nd</sup> by John Lafever that the district keep the Patriot and Free Press as the district's official newspaper. Motion carried by a vote of 4-0.

Motion by Doug Rettig 2<sup>nd</sup> by Mike Johnson that the district keep Richardson & Pullen as attorneys for the district. Motion carried by a vote of 4-0.

Motion by Mike Johnson 2<sup>nd</sup> by Russ Heslin that the district keep Mercer as the CPA for the district. Motion carried by a vote of 4-0.

Motion by Doug Rettig 2<sup>nd</sup> by John Lafever that the 2<sup>nd</sup> Wednesday of the month be designated as the official regular meeting date for the district. Motion carried by a vote of 4-0.

The district's policy for payment of monthly bills will be as follows: If the bill is not in the box by 5:00 P.M. on the Friday before the meeting date, the bill will not be paid until the next month. The only exceptions are the National Grid, National Fuel, Verizon and the Valero credit card bills. The Treasurer is authorized to pay these bills as they arrive.

Motion by John Lafever 2<sup>nd</sup> by Doug Rettig that commissioners adopt the (7) District policies with the understanding that the Code of Ethics, the Procurement and Investment policies will be reviewed for the February meeting. Motion carried by a vote of 4-0.

Chairman Heslin appointed the following Committees:

Building/Maintenance Mike Johnson.

Budget/Finance Marlene Doyle.

Personnel John Lafever.

Equipment/Maintenance Doug Rettig.

Motion by Doug Rettig 2<sup>nd</sup> by John Lafever that the organizational meeting be adjourned. Motion carried by a vote of 4-0.

Meeting adjourned at 6:55P.M.

Following the organizational meeting the district held its regular monthly meeting. The meeting was called to order by Chairman Russ Heslin at 7:15 P.M. in the AAACC at 4 Green Street, Cuba, New York.

Roll Call and additional attendees were the same as for the organizational meeting.

Motion by Mike Johnson 2<sup>nd</sup> by John Lafever to dispense with the reading of the December 2013 minutes and accept them. Motion carried by a vote of 4-0.

Presentation of the bills by Treasurer Melissa Patanella: The Commissioners met between the organizational meeting and the regular meeting to audit the bills presented in voucher by the Treasurer. Each of the bills presented in voucher form was audited and each commissioner present placed their signature on each of the vouchers as their approval to have the Treasurer pay the bills. Motion by Mike Johnson 2<sup>nd</sup> by Russ Heslin and all approved unanimously, it was resolved that the Board of Commissioners, following an audit and approval to pay the bills (vouchers #1384-13 thru #1394-14) in the amount of \$3,243.61 and allow payment of such approved bills and order the Treasurer to pay such bills. Motion carried by a vote of 4-0.

Chief's Report by Chief Kevin Nutt:

CFD is looking for another source to test the ladder truck.

The annual physicals are scheduled for April 22<sup>nd</sup> and April 26<sup>th</sup>.

Mask maintenance and battery changes have been completed.

Cuba 1 & Cuba 6 are due for maintenance.

New hi-band pagers will be here in the next (2) weeks.

New hydrant map has been made by CFD and the

Chief will contact the village about the hydrants that are out of service.

Ice rescue course is set for February 1<sup>st</sup>.

The Red Alert reporting system the Dept. has needs updating and some overhaul.

The thermal imaging camera needs a new battery.

Incident Report for the Month of December 2013:

12/3/13 05:31 141 West Main St. false alarm at CMH.

12/14/13 12:26 North Shore Rd. MVA.

12/14/13 13:14 I-86 Mile Marker 97 MVA.

12/14/13 21:40 9477 Keller Hill Rd. MVA.

12/15/13 00:10 8971 Jackson Hill Structure fire.

12/15/13 22:30 I-86 Mile Marker 95 MVA.

12/16/13 15:52 Route 305 South Cancelled in route.

12/22/13 13:03 7 Hardy St. Pump detail.

12/23/13 10:16 5266 Maple Lane Pump detail.

Communications:

Letter from Assoc. of Fire Districts giving schedule for commissioner training.

Letter from Assoc. of Fire Districts for candidates for Director for region #6.

Letter asking for support for Region #6 Director.

Letter from Richardson & Pullen with retainer for 2014.

Unfinished Business:

Motion by Russ Heslin 2<sup>nd</sup> by John Lafever that with the input of CFD chief officers and after review by the commissioners the district keep Portville Truck for truck maintenance. Motion carried by a vote of (2) ayes, (1) nay and (1) abstain.

Russ Heslin reviewed policy #197-13 which is the shared cost agreement with Allegany County for radio repair and purchase of new radios. Motion by Mike Johnson 2<sup>nd</sup> by John Lafever that Chairman sign this agreement with the County. Motion carried by a vote of 4-0.

Doug Rettig recommended that the district look into using "Quicken" for the District's financial reports. Doug and Melissa will meet to evaluate its use and report back at the February meeting.

New Business:

Chief Nutt & 2<sup>nd</sup> Asst. Jason Butts stated there will be a demonstration of an attachment for the Jaws of Life at 6:30 P.M. January 9<sup>th</sup> at CFD. The cost of this cutter is \$6,192.50 less a trade in of \$400.00+ for the old cutter.

Motion by Doug Rettig 2<sup>nd</sup> by Mike Johnson to adjourn.

Meeting adjourned at 8:52 P.M.