

The Cuba Joint Fire District held its regular monthly meeting on Wednesday, February 10, 2016 at 7:00 P.M. in the AAACC at 4 Green Street, Cuba, New York.

The meeting opened with the pledge to the flag.

Roll Call: Commissioners: Wayne Butts-present; Mike Johnson-present; John Lafever-present; Tab Loftis-present; Doug Rettig Sr.-present; Treasurer Marlene Doyle-present; Secretary Richard Seigel Sr.-present.

Also present: Chief Dave Hardman, 1st Asst. Nick Sweet, 2nd Asst. Aaron Appleby, Pres. P.J. Shaller, Dave Gowdy Sr., Terry Winchell, Michael Pendleton, and Joseph Miller Esq.

Mr. Miller was introduced as the new attorney for the District. Joe stated that his office was always open to any Commissioner. He has a staff of himself, a paralegal and a secretary. He said he was looking forward to working with us.

Motion by John Lafever 2nd by Mike Johnson to dispense with the reading of the minutes from the January 13, 2016 organizational and regular meetings and approve them. Motion carried by a vote of 5-0.

Treasurer's Report by Marlene Doyle:

She found (4) checks that were out of order and wondered what to do with them.

Motion by Wayne Butts 2nd by Mike Johnson to destroy them so as not to cause confusion. Motion carried by a vote OF 5-0.

She received a letter from the State Comptroller's Office updating information on the accounting for loans received from the NYS Emergency Services Revolving Loan Account.

Marlene has received information from Ed Bysier (CPA). Motion by Doug Rettig Sr. 2nd by Wayne Butts to have her contact him to see what his services are and the cost. Motion carried by a vote of 5-0.

Marlene has updated the account codes to be compatible with QuickBooks.

Presentation of the bills by Marlene Doyle:

The Commissioners met prior to the meeting to audit the bills presented in voucher form 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 Wayne Butts 2nd by Mike Johnson and all approve unanimously, it was resolved that the Board of Commissioners, following an audit and approval to pay the bills vouchers (EC#72 thru #16-1644) in the amount of \$7,577.04 and allow payment of such bills and order the Treasurer to pay such bills. Motion carried by a vote of 5-0.

Attached is the monthly audit of the accounts by Doug Rettig Sr.

Motion by Tab Loftis 2nd by John Lafever to approve the monthly account audit. Motion carried by a vote 5-0.

Chief's Report Chief Dave Hardman:

Cuba 9 has been serviced, but needs to get the compartment lights repaired.

Cuba 1 will go out for service this month and needs some valve work done at the same time.

There are some members who don't have the county physical yet, but do have the Ocustar physical. All physicals are due.

There are some members who don't have either BEFO (Basic Exterior Firefighter Operations) or FF1. Three (3) are over the (2) year limit for training as set by the District. Motion by Tab Loftis 2nd by Wayne Butts to give these three (3) members who are deficient, (6) months to complete either BEOF or FF1 or further action will be taken. Motion carried by a vote of 5-0.

The officers are working on a list of equipment for the 2017 budget.

A voucher has been submitted for \$24,927.00 for mask replacement. Since these are in the current budget they can be ordered.

The (4) masks from the 2015 budget have been ordered.

The officers would like to order (4) masks for the new truck. This was tabled until bids are in for the new truck.

A list of fund raisers for the year is attached:

Monthly dinners the last Wednesday of each month

Spring Ham & Steak Raffle March 18th

Boot Drive May 28th at I-86 & Route 305

June Dairy week June 15-18

Boot Drive September 3rd at I-86 & Route 305

Garlic Festival in September

Fall Ham & Turkey Raffle November 19th

Motion by Doug Rettig Sr. 2nd by Wayne Butts to tentatively approve the fund raisers with the proper paperwork being submitted to the Commissioners and a letter sent to the CFD board of Directors stating the importance of submitting the proper paperwork. Motion carried by a vote of 5-0.

Membership:

Michael Pendleton has been approved for membership by the department.

Motion by Tab Loftis 2nd by Mike Johnson to approve Michael Pendleton. Motion carried by a vote of 5-0

Jeff Griswold has been put back on the active list.

Incident Report for the month of January 2016:

1/07/16 10:30 4025 County Road 6 MVA W/Injuries

1/07/16 17:32 31 Orchard Street Cooking Fire

1/08/16 18:28 11 Maple Street Cancelled in Route

1/10/16 17:57 5751 State Route 305 Electrical Problem

1/13/16 08:28 1 Windsor Street Assist Police

1/15/16 12:09 51 East Main Street Standby at CFD

1/15/16 15:42 4 Grove Street Biological Hazard

1/22/16 16:59 18 Genesee Street Assist Ambulance

1/28/16 16:40 22 Maple Street Vehicle Fire

Communications:

The district received a letter from the US Census Bureau telling us there is a survey to follow.

There is an upcoming seminar at the Pensky Law Group.

Motion by Doug Rettig Sr. 2nd by Mike Johnson to send Wayne Butts to the seminar at a cost of \$550.00. (Seminar is Friday P.M. and Saturday A.M.) Motion carried by a vote of 5-0

Committee Reports:

Wayne Butts will review the equipment list request against the inventory to determine what items are replacement vs inoperable. Any items on the list that qualify for purchase and are in the budget may be ordered.

Doug Rettig Sr. stated that we need to create a long range apparatus and equipment plan. Tab Loftis and Nick Sweet will take (1) apparatus each month with a list of equipment and expiration dates (air bottles etc.).

The Board has asked Robin Valeri for a recap of the current Fire Prevention program and where it is going.

Old business:

The Chief will contact the person who is programming the siren to see why the delay.

Tab Loftis stated that a legal notice for bids on the proposed pumper/tanker has been placed in the Patriot. He also stated that he had sent the specs to the following: Gorman, Colden, LaFrance, Ferrara, Churchville, 4 Guys, Empire Fire Trucks, Um Fire, Har-Rob Fire Apparatus and JPB Fire services.

Bids are to be opened at the March 9, 2016 meeting at 7:30 P.M.

New Business:

Doug Rettig Sr. stated that there is a need to update our Capital Asset Policy.

There is an ongoing project to determine the need for a water meter at the Fire Hall.

Motion by Doug Rettig Sr. 2nd by Mike Johnson to go into executive session on personnel matters.

Motion carried by a vote of 5-0.

The commissioners entered into executive session at 8:06 P.M.

Motion by Doug Rettig Sr. 2nd by Mike Johnson to return to the regular meeting. Motion carried by a vote of 5-0.

The Commissioners returned to the regular meeting at 8:45 P.m.

Open forum:

Aaron Appleby stated that he was looking into the possibility of social membership in the department.

This would allow persons to participate without having to take the training or answer alarms.

Secretary Seigel asked about a larger bulletin board for the front of the Fire Hall. Upon further review it was determined that the only requirement is to note where the minutes may be found. A notice will be placed in the current board that the minutes can be read at the following: The Town of Cuba Website, The CFD website Cubasmokeeaters.com, Excerpts from the minutes will be published in the Patriot, as a matter of courtesy the minutes will be given to the Village and the Town. There will also be a notice posted where persons may obtain information from the district.

The other uses for the bulletin board are for posting the budget and the annual election.

John Lafever asked about grant monies. Further study is needed before writing a grant.

Executive Session:

See comments under New Business.

Motion by Wayne Butts 2nd by Mike Johnson to adjourn. Motion carried by a vote of 5-0.

Meeting adjourned at 9:02 P.M.

Respectfully submitted,

Richard L. Seigel Sr., Secretary