

The Cuba Joint Fire District held its regular monthly meeting on Wednesday, June 8, 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-excused; Tab Loftis-present; Doug Rettig Sr.-present; Treasurer Marlene Doyle-present; Secretary Richard Seigel Sr.-present.

Motion by Tab Loftis 2<sup>nd</sup> by Mike Johnson to excuse John Lafever. Motion carried by a vote of 4-0.

Also present: Chief Dave Hardman, 1<sup>st</sup> Asst. Nick Sweet, 1<sup>st</sup> Lt. Todd Harrington, President Lewy Kratts, Gary Sparks (Turnout Express).

Motion by Wayne Butts 2<sup>nd</sup> by Mike Johnson to dispense with the reading of the May minutes and approve them. Motion carried by a vote of 4-0

Treasurer's Report by Marlene Doyle:

Marlene has furnished our 2015 financial information to our auditor. The auditor has filed our 2012 financial information with the state and as soon as that has been approved he will file the 2013, 2014 and 2015. The next year's information can't be filed until the prior year's information has been approved.

Marlene is still waiting for the new account codes that are compatible with the state codes.

Motion by Doug Rettig Sr. 2<sup>nd</sup> by Wayne Butts to transfer \$1,200.00 from line item 3410-6P (training) and \$1,200.00 from line item 3410-6Q (conference) to line item 3410-62HH to cover the impending Auditor's bill. Motion carried by a vote of 4-0.

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 pay the bills. Motion by Tab Loftis 2<sup>nd</sup> by Mike Johnson and all approved unanimously, it was resolved that the Board of Commissioners, following an audit and approval to pay the bills (Vouchers 16EC#92 thru 16EC#96) in the amount of \$7,276.73 and allow payment of such bills and order the Treasurer to pay the bills. Motion carried by a vote of 4-0.

Motion by Tab Loftis 2<sup>nd</sup> by Wayne Butts to pay the disputed Portville Truck bill for Cuba 1, plus the (3) insurance bills due on the 1<sup>st</sup> of June and add them to the July abstract. Motion carried by a vote 4-0.

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

Motion by Mike Johnson 2<sup>nd</sup> by Wayne Butts to approve the audit. Motion carried by a vote of 4-0.

Chief's Report by Chief Dave Hardman:

We are requesting \$1,960.00 for (20) new nomex hoods with an extra barrier for better protection. This can come out of the turnout gear account.

We would like to purchase cleaning wipes for arms and faces at the fire scene. These are to come from a company in Buffalo at a cost of \$335.04. This can come from the safety account.

A company will be here in July to demonstrate a turnout gear washer.

Cuba 6 will be out of service to get the new air tanks installed and install a socket for a dash camera.

During inspection Cuba 6 also needed a new air dryer.

We would like to purchase more air packs with the money left from last year and the new truck account. We have done (1) training on the new masks. One more night of training will be done, the masks are put into the inventory and a number assigned before the masks are put into service. The company still owes us (5) masks and (2) adapters before the order is complete. Valero can now furnish ethanol free gas here in Cuba.

#### Membership:

The Department has approved Logan Wells for membership. Motion by Tab Loftis 2<sup>nd</sup> by Wayne Butts to approve Logan for membership (after all the questions have been answered). Motion carried by a vote of 4-0.

Justin Sweet has returned from the service and has submitted his reinstatement letter as prescribed by CFD By-laws.

#### Incident Report for the month of May 2016:

5/04/16 05:18 County Road 6 Good Intent Call

5/10/16 09:11 13 Windsor Street Good Intent Call

5/10/16 12:10 9049 Gross Road Good Intent Call

5/24/16 43:24 885 North Branch Road MVA W/Injuries

5/25/16 18:10 Woodruff Street S/U Landing Zone

5/27/16 19:39 Bristol Street Overheated Motor

5/28/16 22:52 9168 Coon Hollow Road Mutual Aid to Portville

5/28/16 22:52 County Road 40 Mutual Aid to Clarksville (Standby)

#### Committees:

The Commissioners will meet Saturday, June 25<sup>th</sup> at 9:00 A.M. to start the review of the inventory.

#### Old Business:

Pres. Kratts presented the Commissioners with a list of inactive and non-members who help with fund raising events. A job description is necessary for each individual task.

#### New Business:

Mr. Gary Sparks from Turnout Express made a presentation on turnout gear maintenance. Highlights of the presentation are:

They provide inspection, cleaning and repair of turnout gear.

There are (3) levels of maintenance: Basic, Advanced and Repair.

The approx. cost is \$100.00/set. Increased volume will tend to reduce the cost per set. Cost for advanced and repair are determined when the inspection finds a problem.

The turnout gear would be out of service for approx. (1) week.

They can also do nomex hoods.

Tab Loftis presented a proposal furnished by the Chief to accept a (6) month's free trial of a turnout gear washer. The company (Xeros) would furnish the washer, cleaning beads and chemicals for (6) months and do all the installation.

Motion by Tab Loftis 2<sup>nd</sup> by Mike Johnson to accept the offer of a free turnout gear washer for (6) months and sign the contract. Note: the washer should be added to our insurance.

Motion carried by a vote of 4-0.

Tab Loftis passed out quotes for nomex hoods and wipes which have been requested by the Chief.  
Motion by Tab Loftis 2<sup>nd</sup> by Mike Johnson to purchase (20) nomex hoods from R.C. Fire Equipment Inc.  
at a cost of \$91.20/hood (total of \$1,824.00) and the wipes from the company in Buffalo at a cost of  
\$335.04. Motion carried by a vote of 4-0.

Executive Session:

Motion by Doug Rettig Sr. 2<sup>nd</sup> by Wayne Butts to go into executive session on personnel matters.  
Motion carried by a vote of 4-0.  
Entered into executive session at 8:27 P.M.

Motion by Tab Loftis 2<sup>nd</sup> by Mike Johnson to return to the regular meeting.  
Motion carried by a vote of 4-0.  
Returned to the regular meeting at 8:54 P.M.

Motion by Wayne Butts 2<sup>nd</sup> by Mike Johnson to adjourn.  
Meeting adjourned at 9:11 P.M.

Respectfully submitted,

Richard L. Seigel Sr.  
Secretary

❖ Audit date: June 8, 2016

❖ Month audited: May 2016 (Start Date: 4/18/16 – Closing Dates: 5/31/16).

Commissioners:

I compared the approved abstract from the March 2016 meeting to the March 2016 account statements, and reviewed the bank accounts and Credit Card Account statements for account activity.

Checks Outstanding: None

- ✓ The Five Star credit card statement: No activity.
- ✓ The Valero credit card statement dated May 17, 2016

As of the May 2016 closing dates:

| Checking account<br>***7868 | Starting Bal. | Payments processed | Deposits  | Interest | Transfers out | Checks outstanding | Bank Balance |
|-----------------------------|---------------|--------------------|-----------|----------|---------------|--------------------|--------------|
|                             | \$331,236.7   | 1                  | \$4,129.3 | \$0.00   | \$100,195.0   | \$0.00             | \$226,916.4  |

| Five Star Credit Card | Start Bal. | Charges  | Credits | Close Bal. | Chiefs Gals.(≤45)     | All charges authorized? |
|-----------------------|------------|----------|---------|------------|-----------------------|-------------------------|
|                       | \$0.00     | \$0.00   | \$0.00  | \$00.00    | <del>XXXXXXXXXX</del> | --                      |
| Valero                | \$75.63    | \$115.85 | \$75.63 | \$115.85   | Gal.: 57.7482*        | Y                       |

| Money Market Account<br>***0057 | Starting Bal. | Deposits | Interest | Transfers out | Balance     |
|---------------------------------|---------------|----------|----------|---------------|-------------|
|                                 | \$33,039.27   | \$100.00 | \$0.58   | \$0.00        | \$33,139.85 |

Total interest earned this period: \$9.86 Total

| Reserve Accounts                                       | Starting Bal.         | Deposits          | Interest          | Transfers out         | Balances          |
|--|-----------------------|-------------------|-------------------|-----------------------|-------------------|
| <del>Building Repair and Replacement<br/>***0582</del> | <del>\$1,995.56</del> | <del>\$0.00</del> | <del>\$0.02</del> | <del>\$1,995.58</del> | <del>\$0.00</del> |
| Equipment Repair and Replacement<br>***0590            | \$31,013.17           | \$7,500.00        | \$0.60            | \$0.00                | \$38,513.77       |
| General Capital<br>***8160                             | \$4,001.23            | \$100.00          | \$0.04            | \$0.00                | \$4,101.27        |
| Apparatus Repair and Replacement<br>***8179            | \$202,038.45          | \$92,498.00       | \$4.49            | \$0.00                | \$294,540.94      |

TD: \$40.85

- No unusual or unauthorized activity was detected.

- Chief's gas card usage is almost compliant – one charge was slightly over the 15 gal. limit (slip missing).

Respectfully Submitted,

Douglas W. Rettig, Sr.