

The Cuba Joint Fire District held its regular monthly meeting on Wednesday, November 9, 2016 at 7:00 P.M. in the AAACC at 4 Green Street, New York.

The meeting opened with the pledge to the flag.

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

Also present: Chief David Hardman, 1st Asst. Nick Sweet, CFD Secretary Bambi Gowdy, Dave Gowdy, Derek Clement.

Motion by Wayne Butts 2nd by Mike Johnson to dispense with the reading of the October 2016 minutes and approve them. Motion carried by a vote of 4-0.

Treasurer's Report by Carolyn Root:

The Treasurer presented the abstract.

Carolyn will check on insurance billing (boat)?

NOTE: The billing has always read Inland Marine (commercial) and pertains to small equipment, not the boat.

Presentation of the bills by Carolyn Root:

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 Mike Johnson 2nd by Wayne Butts and all approved unanimously, it was resolved that the Board of Commissioners, following an audit and approval to pay the bills (vouchers EC#116-16 thru #16-1732) in the amount of \$9,532.23* and allow payment of such bills and order the Treasurer to pay the bills. Motion carried by a vote of 4-0.

*Motion by Wayne Butts 2nd by Mike Johnson to add the \$9.58 bill from Municipal Emergency Services to the original abstract. Original total was \$9,522.65. Motion carried by a vote of 4-0.

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

Motion by Tab Loftis 2nd by Mike Johnson to approve the monthly audit. Motion carried by a vote of 4-0.

Chief's Report by Chief Dave Hardman:

Most of the small equipment has been serviced; the remainder will be done this month.

The new turnout gear has been ordered.

FYI CFD will send (2) persons to FDIC and (3) to NYS Weekend.

We have received the check for the 50-50 split of the DEC grant.

Motion by Wayne Butts 2nd by Mike Johnson to purchase (4) pair of long boots for pumping details at a cost of \$575.00. Motion carried by a vote of 4-0.

Membership:

Tate Joseph will move up from the Juniors when he turns 18 on the 11th of November.

Motion by Tab Loftis 2nd by Mike Johnson to approve Tate. Motion carried by a vote of 4-0.

Incident Report for the month of October 2016:

10/16/16 16:10 140 West Main Street CMH False Alarm
10/07/16 16:40 Woodruff Street S/U Landing Zone
10/07/16 20:00 120 West Main Street Assist Ambulance
10/10/16 07:56 31 Water Street False Alarm
10/15/16 19:17 Woodruff Street S/U Landing Zone
10/19/16 02:15 2012 State Route 305 Mutual Aid to Clarksville
10/21/16 10:04 11 Grace Street Flooding
10/21/16 10:15 2870 State Route 305 Pump Detail
10/21/16 11:40 State Route 446 Flooding
10/21/16 18:12 4371 County Road 6 Pump Detail
10/22/16 08:22 4640 State Route 305 Pump detail
10/22/16 10:30 4371 County Road 6 Pump detail
10/25/15 12:40 140 West Main Street CMH False Alarm
10/29/16 13:18 Genesee Street Authorized Controlled Burn
10/30/16 00:36 4520 County Road 6 Vehicle Fire
10/30/16 09:21 9826 County Road 7 Good Intent Call
10/31/16 02:51 Standby in New Hudson
10/31/16 18:18 15 Elm Street Haz. Mat Incident

Committees:

Mike Johnson reported that he was still waiting to hear from his contact regarding writing a grant. The Commissioners agreed it was too late to get a grant this year. We need to start after the 1st of the year so we can be ready when the grant writing period opens in 2017.

Chairman Rettig presented a Fund Balance Policy.

Motion by Tab Loftis 2nd by Mike Johnson to adopt the Fund Balance Policy as presented. Motion carried by a vote of 4-0.

Old Business:

Tab Loftis reported he needed to check prices before we enter into a (1) year contract for cleaning and repair of turnout gear.

Chairman Rettig presented a resolution to declare the (8) MSA SCBA units and the (8) MSA bottles which are no longer in service as surplus so CFD can trade them in on new units. On a roll call vote of (4) aye and (1) absentee the resolution was approved.

Secretary Seigel stated that he had received a letter from Leroy Clark seeking the Commissioner position for a (5) year term. The legal notice for the election to be held on Tuesday December 13, 2016 will be published in the Patriot and Free Press the week of November 15, 2016. If anyone needs an absentee ballot, contact Richard Seigel, Secretary at: 43 Maple Street, Cuba, NY 14727 or call 585-968-1744.

Tab Loftis presented a list of exclusions and inclusions for the new Tanker Pumper. Each item was reviewed and the Commissioners approved or rejected each item. After checking the credit for removal of the brow light (District to purchase light and 4-Guys are to install) and the removal of the Federal-Q siren, he will accept the list and return it to 4-Guys. The Commissioners have no problem with the offer that CFD may want to pay for the Federal-Q siren and have 4-Guys install it.

Motion by Mike Johnson 2nd by Wayne Butts to accept the list of exclusions and inclusions. Motion carried by a vote of 4-0.

New Business:

The Commissioners requested that President Kratts give them the list of fund raisers for 2017. There was a discussion to look into a utility vehicle similar to the County Haz. Mat. Truck. The est. cost would be around \$34,000.00. There is 0% chance that we would receive a grant for this so the district would have to purchase the truck.

Open Forum:

A motion by Doug Rettig Sr. 2nd by Wayne Butts to place a proposition reestablishing a "Building Repair and Replacement Capital Reserve Account" on the 2016 Cuba Joint Fire District election ballot.

Motion carried by a vote of 4-0.

The proposition will read as follows:

Shall the Cuba Joint Fire District establish a "Building and Grounds Repair and Replacement Capital Reserve Account" for the purpose of accumulating the capital reserves of the Fire District for the purpose of maintaining, repairing, improving and replacing the buildings and grounds of the Fire district?

Motion by Tab Loftis 2nd by Mike Johnson to adjourn. Motion carried by a vote of 4-0.

Meeting adjourned at 8:20 P.M.

Respectfully Submitted,

Richard L. Seigel Sr.
Secretary

Cuba Joint Fire District Audit of Vouchers and Accounts vs Monthly Statements

- ❖ Audit date: November 9, 2016
- ❖ Month audited: October 2016 (Start Date: 10/01/16 – Closing Dates: 10/31/16).

Commissioners:

I compared the approved abstract from the August 2016 meeting to the August 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 – Account Closed Oct. 2016

As of the October 2016 closing dates:

Checking account	Starting Bal.	Payments processed	Deposits	Interest	Transfers out	Checks outstanding	Bank Balance
***7868	\$147,628.58	16	\$8,459.94	\$0.00	\$2.30	\$0.00	\$139,170.94

Five Star Credit Card	Start Bal.	Charges	Credits	Close Bal.	Chiefs Gals.(≤45)	All charges authorized?
	\$0.00	\$0.00	\$0.00	\$0.00	XXXXXXXXXX	N/A
Valero	\$0.00	\$0.00	\$0.00	\$0.00	Gal.: 0.00	N/A

Money Market Account	Starting Bal.	Deposits	Interest	Transfers out	Balance
***0057	\$33,142.07	\$0.00	\$0.56	\$0.00	\$33,142.62

Total interest earned this period: \$8.18 Total

Reserve Accounts	Starting Bal.	Deposits	Interest	Transfers out	Balances
Building Repair and Replacement ***0582	\$1,995.56	\$0.00	\$0.02	\$1,995.58	\$0.00
Equipment Repair and Replacement ***0590	\$38,516.39	\$0.00	\$0.61	\$0.00	\$38,517.00
General Capital ***8160	\$4,101.41	\$0.00	\$0.03	\$0.00	\$4,101.44
Apparatus Repair and Replacement ***8179	\$294,560.95	\$0.00	\$4.68	\$0.00	\$294,565.63

earned T/D: \$87.34

- No unusual or unauthorized activity was detected in the bank accounts.

- Chief's gas card usage is compliant but there are 19 gallons charged 9/18/2016 to a card labeled "Chief" issued in Aug of 2013. **This charge was related to off hour purchase of fuel for small equipment during flood.**
- Monthly Report Line Item amounts have been corrected.

Respectfully Submitted,

Douglas W. Rettig, Sr.