

The Cuba Joint Fire District held its regular monthly meeting on Wednesday, June 14, 2017 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-excused; Leroy Clark-present; Mike Johnson-present; Tab Loftis-present; Doug Rettig Sr.-present; Treasurer Carolyn Root-present; Secretary Richard Seigel Sr.-present.
Motion by Lee Clark 2nd by Mike Johnson to excuse Wayne Butts. Motion carried by a vote of 4-0.

Also present: Chief Nick Sweet, 1st Asst. Derek Clement, 2nd Lt. Jonas Perry, Pres. P.J. Shaller, Vice Pres. Keith Perry, Dominic Casada, Jeff Griswold, Jeremy Clawson

Motion by Tab Loftis 2nd by Mike Johnson to dispense with the reading of the May 10, 2017 minutes and approve them. Motion carried by a vote of 4-0.

Treasurer's Report by Carolyn Root:

The Treasurer presented the abstract in the amount of \$11,892.27.
Carolyn requested that more invoices be signed for articles received.
We are still waiting for a refund check from Verizon from the switch to Spectrum.
Motion by Mike Johnson 2nd by Tab Loftis to approve the Treasurer's Report.
Motion carried by a vote of 4-0.

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 Tab Loftis and all approved unanimously, it was resolved that the Board of Commissioners, following an audit and approval to pay the bills (Vouchers EC#17-131 thru #17-1802) in the amount of \$11,892.27 and allow payment of such bills and order the Treasurer to pay the bills. Motion carried by a vote of 4-0.

Attached is the monthly audit of the accounts for the month of May 2017 by Doug Rettig Sr.

Motion by Tab Loftis 2nd by Mike Johnson to approve the audit as presented by Doug Rettig Sr. Motion carried by a vote of 4-0.

Chief's Report by Chief Nick Sweet:

There are still (14) members who need their Occustar physicals.
The Pump Gauge for Cuba 3 has been ordered.
The Deck Gun on Cuba 3 has been repaired.
The Rope Rescue kits are here.
The new CO Meter is here.
Equipment Night will be Tuesday, June 13th at 6:00 P.M.
Training Night will be Tuesday, June 20th at 6: P.M.
The chief stated that the servicing of the Rescue boat is in progress.

Incident Report for the Month of May 2017:

5/01/17 16:38 100 South Shore Storm Damage
5/01/17 16:38 89 South Shore Storm Damage
5/01/17 16:38 State Route 305 Storm Damage

5/01/17 16:38 Keller Hill Road Storm Damage
5/01/17 16:38 343 South Shore Storm damage
5/01/17 16:38 344 South Shore Storm Damage
5/01/17 16:38 Spring Street Storm Damage
5/01/17 16:38 Mt. Monroe Road Storm Damage
5/01/17 16:38 Jackson Hill Road Storm Damage
5/01/17 16:38 Stevens Avenue Storm damage
5/01/17 16:38 State Route 305 Storm Damage
5/01/17 16:38 County Road 6 Storm Damage
5/01/17 16:38 132 East Main Street Storm Damage
5/01/17 16:38 Prospect Street Storm Damage
5/01/17 16:38 Hamilton Hill Road Storm Damage
5/02/17 11:47 1314 State Route 446 Cancelled in Route
5/02/17 12:44 County Road 6 Assist Police
5/02/17 21:35 6 Genessee Parkway Natural Gas Leak
5/04/17 15:54 Genessee Street MVA
5/04/17 20:42 3 Bristol Street False Alarm
5/06/17 13:36 53 Genessee Street MVA
5/06/17 20:47 I86 East Cancelled in Route
5/12/17 11:08 6547 County Road 20 Mutual Aid to Friendship
5/14/17 23:58 268 North Shore Assist Ambulance
5/16/17 05:17 18 Genessee Street Assist Ambulance
5/16/17 23:14 140 West Main Street Natural Gas Leak
5/19/17 08:46 12 West Main Street Smoke Detector Activation
5/20/17 13:05 3832 Main Street Mutual Aid to Hinsdale
5/20/17 16:42 4520 State Route 305 Brush Fire
5/22/17 19:00 6483 Habgood Road Mutual Aid to New Hudson
5/28/17 19:41 9584 Lafever Road Mutual Aid to Clarksville
5/30/17 13:25 County Road 20 Assist Police

Committees:

Mike Johnson reported on modifications to the current Procurement Policy. NOTE: The Treasurer has reviewed it.

Motion by Tab Loftis 2nd by Lee Clark to approve the modifications to the current Procurement Policy as presented by Mike Johnson. Motion carried by a vote of 4-0.

After a discussion with the chief if the \$200.00/mo. of discretionary money was adequate, Lee Clark made a motion seconded by Mike Johnson to increase the Monthly discretionary money to \$500.00/mo.

Motion carried by a vote of 4-0.

At 7:15 P.M. the bidding window for the small equipment was closed. Tab Loftis asked to have the small equipment bid opening for the new truck be postponed to the end of the meeting. Motion by Tab Loftis 2nd by Mike Johnson to postpone the bid opening and review to the end of the meeting. Motion carried by a vote of 4-0.

Old Business:

Chairman Rettig presented a list of equipment for the district office.

Motion by Lee Clark 2nd by Tab Loftis to purchase the list of equipment plus a laptop computer at a cost of \$1,371.00. Motion carried by a vote of 4-0.

New Business:

Tab Loftis presented an Air Bottle Disposal Policy.

Motion by Lee Clark 2nd by Mike Johnson to approve the proposed Air Bottle Disposal Policy as presented.

Motion carried by a vote of 4-0.

Chairman Rettig reviewed the pool filling policy (incl. other water usages) that is in place with the Village.

Anyone who wants a pool filled (or other water usage) needs to fill out a form with the Village, get approval and pay the Village for the water. The fire department is currently charging \$50.00/load of 2,000 gal. with none of this going to the Village to pay for the water.

Any water used for fires or other use by the Fire Department is to be estimated by a chief officer and reported to the Village.

There was a request that any private use of water by a fireman be free of charge. After a discussion the Commissioners stated that it was not under the control of the District as it is a Village policy. Any request of that nature must be brought to the Village.

Jonas Perry and Dominic Casada reported on their attendance at FDIC in Indianapolis:

Jonas—took a class on Mobile home fires.

- learned how to approach a situation in a different manner.

- Thinks that more than (2) persons should attend because there are too many classes to be covered by only (2) persons.

Dominic—took a class on Meth Lab situations which was very eye opening.

- took a class in truck extrication.

The Commissioners stated that the purpose of the persons attending was to bring back what they had learned and plan a training session for the other members.

The Commissioners also requested a written summary of the courses.

At this time the Commissioners opened and reviewed the bids for the small equipment for the new truck:

Radios—SAIA & Brico bid the radio.

Motion by Lee Clark 2nd by Mike Johnson to accept the bid from Brico for the radio at a cost of \$987.00. Motion carried by a vote of 4-0.

Small Equipment—LaFrance, IR Services, Churchville, RC Equipment and First Out Rescue.

Tab Loftis will compile a master list of equipment and prices that represent the best quality at the lowest cost.

Motion by Tab Loftis 2nd by Lee Clark to accept the items on the master list less the Brow Light which will be purchased from Amazon.

Motion carried by a vote of 4-0.

Open Forum:

The purchase of a new Officers Guide was postponed until the new guides come out in October.

Motion by Doug Rettig Sr. 2nd by Lee Clark to adjourn.

Motion carried by a vote of 4-0.

Meeting adjourned at 8:42 P.M.

Respectfully Submitted,

Richard L. Seigel Sr.
Secretary

Small Equipment Bid Awards

6/14/2017

Brico Technologies:

- 3, NNTN7616D, Moto Impres Mobile Charger-XPR \$329.00 \$987.00

Incident Response & Mitigation Services LLC

- 3, Vest with 5 Break Away w/ Cuba 7 imprinted reflective \$22.00 \$66.00
- 1, Cardiac Science AED w/1 set of pads and carry case \$1428.00

R.C. Fire Equipment Inc.

- * 6, 50 ft lengths of 1 ¾" Key Big 10 double jacket cloth hose, Color \$99.00 \$594.00
- * 5, 100 ft lengths of 4" Key Proflow rubber supply hose, Storz \$448.00 \$2240.00
- * 3, Streamlight #44451 LED Fire Vulcan Light with vehicle charger \$141.85 \$425.55
- * 1, Stihl MS171Chain Saw with 16" bar, 31.8 CC engine \$199.95

LaFrance Equipment Corporation

- 2, Akron 1533, 1 ½" Sabrejet single shut off nozzle \$856.10 \$1712.20
- 1, Akron 1536, 2 ½" Sabrejet single shut off nozzle \$943.00
- 2, KS34, set of 4, Storz spanner wrenches w/holder \$67.00 \$134.00
- 2, K45-3, set of 2, spanner wrenches, 1 hydrant wrench w/holder \$81.45 \$162.90
- 1, 11K5904, 5"NHLHF X 4" Storz Gate Valve \$523.17
- 1, P251, 3" x 10 ft PVC Suction Hose w/2 ½" couplings \$124.78
- 1, LL60, 6" Low Level Strainer \$335.13

First Out Rescue Equipment

- 1, JAFRIB-4Y-25-SZ, 4" x25 ft Storz supply line, yellow \$169.00

Churchville Fire Equipment

- 1, 2.5 gal water extinguisher w/metal mounting bracket \$110.00
- 1, 20lb, ABC extinguisher w/metal mounting bracket \$114.00
- 1, ABD8NX-NX, Task Force 6" FM x 6" M Intake Ball Valve \$895.00
- 1, H202-25NH-25NH, Harrington 2 ½" X (2) 2 ½" gated wye \$352.00
- 4, KD-UH-SF, Air Pak mounting brackets \$58.00 \$232.00

Total: \$11747.68

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

- ❖ Audit date: June 12, 2017
- ❖ Month audited: May 2017 (Start Date: 5/01/17 – Closing Dates: 5/31/17).

Commissioners:

I compared the approved abstract from the May 2017 meeting to the May 2017 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 this period.
- ✓ The Valero credit card statement – Account Closed Oct. 2016

As of the May 2017 closing dates:

Checking account	Starting Bal.	Payments processed	Deposits	Interest	Transfers out	Checks outstanding	Bank Balance
***7868	\$220,478.40	14	\$6,456.03	\$0.00	\$3.70	\$0.00	\$214,026.07

Five Star Credit Card	Start Bal.	Charges	Credits	Close Bal.	Chiefs Gals.(≤45)	All charges authorized?
	\$0.00	\$734.76	\$734.76	\$0.00	Gal.: 0.00	Y
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	\$33,145.88	\$0.00	\$0.60	\$0.00	\$33,146.48

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	\$46,521.05	\$0.00	\$0.79	\$0.00	\$46,521.84
General Capital ***8160	\$5,101.66	\$0.00	\$0.04	\$0.00	\$5,101.70
Apparatus Repair and Replacement ***8179	\$280,817.70	\$0.00	\$4.31	\$0.00	\$280,81

Total interest earned this period: \$9.44 Total earned T/D: \$42.27

- No unusual or unauthorized activity was detected in the bank accounts.
- Chief's gas charges – 60.0 gal. - OK

Respectfully Submitted,



Douglas W. Rettig, Sr.