

The Cuba Joint Fire District held its annual organizational meeting on Wednesday, January 9, 2019 at 6:30 P.M. in the AAACC at 4 Green Street, Cuba, New York.

Motion by Doug Rettig 2nd by Wayne Butts to appoint Lee Clark as temporary Chairman. Motion carried by a vote of 5-0.

The meeting opened with the pledge to the flag.

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

Motion by Tab Loftis 2nd by Doug Rettig Sr. to appoint Lee Clark as Chairman for the CJFD for the year 2019. Motion carried by a vote of 5-0.

Chairman Clark presented the following resolution:

CUBA JOINT FIRE DISTRICT Resolution Number: 2019-01

RESOLUTION TO ORGANIZE FOR 2019

Whereas the Cuba Joint Fire District must hold an organizational meeting in January of each year:

Now, therefore be it resolved, that the Cuba Joint Fire District shall hold its regular meeting on the Second Wednesday of each month at 7:00 PM, with Voucher review at 6:30 PM, in the A. A. Arnold Community Center located at 4 Green Street in the Village of Cuba, and:

Resolved, that the following appoints be made:

Vice Chair:	Tab Loftis
Secretary:	Richard Seigel Sr.
Treasurer:	Carolyn Root
District Newspaper:	Cuba Patriot
District bank:	Five Star Bank
District Attorney:	Joseph P. Miller Esq.
Committees:	
a.) Budget and Finance:	Doug Rettig Sr.
b.) Building Maintenance:	Tab Loftis
c.) Personnel:	Lee Clark
d.) Inventory, Training and Computers:	Tab Loftis
e.) Apparatus and Equipment Maintenance:	Wayne Butts, Lee Clark
f.) Medical Officer:	Doug Rettig Sr., Lee Clark
g.) Grants:	Mike Johnson
h.) Policies:	Mike Johnson
i.) Truck:	Doug Rettig Sr., Tab Loftis, Wayne Butts
j.) Legal:	Doug Rettig Sr., Lee Clark
k.) Purchase Orders and Requisitions:	Mike Johnson

Resolved, that the Chairman be directed to sign all legal documents as needed during the year.

I, Richard Seigel Sr., Secretary of the Cuba Joint Fire District, do hereby certify that the aforementioned resolution was adopted by the Cuba Joint fire District on January 9, 2019 by the following vote:

	Aye	Nay
Lee Clark, Chairman	X	
Tab Loftis, Vice Chairman	X	
Wayne Butts		X
Mike Johnson	X	
Doug Rettig Sr.	X	

NOTE: The Secretary appointment is for 1 year.
The Treasurer appointment is for 3 years.
The Resolution is on file in the District Office

The annual report of finances was read by Treasurer Root and filed.

Motion by Tab Loftis 2nd by Mike Johnson to approve the annual report of finances. Motion carried by a vote of 5-0.

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

Meeting adjourned at 6:37 P.M.

Respectfully Submitted,

Richard Seigel Sr. Secretary

The Cuba Joint Fire District held its regular monthly meeting on Wednesday, January 9, 2019 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; Leroy Clark-present; Mike Johnson-present; Tab Loftis-present; Doug Rettig Sr.-present; Treasurer Carolyn Root-present; Secretary Richard Seigel Sr.-present.

Also present: Chief Nick Sweet, 2nd Asst. Aaron Appleby, CFD Pres. John Wilson, Dave Gowdy Sr.

Motion by Mike Johnson 2nd by Tab Loftis to dispense with the reading of the December 12, 2018 minutes and approve them. Motion carried by a vote of 5-0.

Treasurer's Report by Carolyn Root:

1. The Treasurer presented the abstract in the amount of \$6,102.31.
2. We have received the check from NYS in the amount of \$1,328.54 for the 50-50 DEC Grant and it was deposited on 12/18/18.

Motion by Wayne Butts 2nd by Mike Johnson to approve the Treasurer's report. Motion carried by a vote of 5-0.

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 Doug Rettig Sr. 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 18-1988 thru #19-1996) in the amount of \$6,102.31 and allow payment of such bills and order the Treasurer to pay the bills. Motion carried by a vote of 5-0.**

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

Motion by Wayne Butts 2nd by Mike Johnson to approve the audit as presented. Motion carried by a vote of 5-0. A copy of the audit is filed in the district office.

Doug Rettig Sr. presented the following Resolution:

CUBA JOINT FIRE DISTRICT Resolution Number: 2019-02

RESOLUTION TO AMEND THE FY 2019 FIRE DISTRICT BUDGET

Whereas the Cuba Joint Fire District HAS ADOPTED its Budget for the Fiscal Year 2019, and

Whereas, it has been determined that some line items have been underfunded based on FY 2018 year expenses year end and equipment ageing:

Now therefore, be it resolved, that the Cuba Joint Fire District Board of Commissioners has agreed to amend the Fiscal Year 2019 Budget:

Resolved, that the following adjustments in the budget amounts be adjusted as specified below:

Line item 3410-2 CC (SCBA compressor maintenance be increased from \$1,000 to \$2,000

Line item 3410-3WW (Cuba 7) be increased from \$1,000 to \$2,000

Line item 3410-3YY (Cuba 601) add \$1,000

Line item 3410-6 O (office supplies) be increased from \$1,000 to \$2,000

Resolved, that the above funds increase be deducted from the amount to be deposited in the Equipment Repair and Reserve fund, reducing that amount by \$4,000 for a total of \$4,000.

I, Richard Seigel, Sr. Secretary of the Cuba Joint Fire District, do hereby certify that the aforementioned resolution was adopted by the Cuba Joint Fire District on January 9, 2019 by the following vote:

	Aye	Nay
Lee Clark, Chairman	X	
Tab Loftis, Vice Chairman	X	
Wayne Butts	X	
Mike Johnson	X	
Doug Rettig Sr.	X	

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CUBA JOINT FIRE DISTRICT Resolution Number: 2019-02

Reasons to amend FY Adopted Budget:

1. FY 2018 yearend expense totals show deficit balances for 3410-2CC and 3410-3WW
2. 3410-3YY – nothing was put in the FY 2019 budget for expenses for this unit. Monies were expended on it last fiscal year with \$0.00 in the budget for it.
3. There is also a duplicate line item designation-3419-3YY currently being used for Cuba 601, but is also shown in 3410-3 AS “Apparatus Supplies”. No monies expended in FY 2018.
4. 3410-6 O- while gathering the info for the yearend financial reports it was noticed that the current Treasurer’s computer is slowing down, and is approaching 7 years old, the District should be thinking about a replacement. A new laptop should be considered and then moving all of the financial info to the newer computer before the current one decides to go off to cyber heaven with all of our info.
5. While some of the individual line items show a deficit for FY 2018-no main Line Item category ever went into the red.

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Note: The resolution is filed in the District Office

Chief’s Report by Chief Nick Sweet:

1. The annual report has been submitted to the Commissioners.
There are several who lack required training and (1) who lacks a physical.
2. All the parts are here for the dry hydrant.
3. There are (3) officers who will be taking the officer training course in Belmont on January 14th.
(Justin Sweet, Mike Pendelton, Dominic Cassata)
4. Mike Pendelton has started servicing the small engines. The ones on Cuba 1 & Cuba 6 are done.
5. Cuba will be hosting the NYS Ice Rescue course on March 2nd & 3rd, weather permitting.

6. Training Night will be 1/22/19 at 6:00 P.M.
7. Equipment Night will be 1/19/19 at 6:00 P.M.
8. There were (2) members who resigned at the January 8th meeting.

Incident Report for December 2018:

12/03/18 18:35 3660 County Road 6 Mutual Aid to Clarksville
12/03/18 23:55 3660 County Road 6 Mutual Aid to Clarksville
12/10/18 20:16 9320 County Road 7 CO Detector
12/15/18 15:19 4933 Maple Grove Road Cancelled in Route
12/17/18 3832 Main Street Mutual Aid to Hinsdale
12/31/18 12:21 4532 State Route 305 CO Detector

Communications:

CFD President John Wilson presented the fund raising schedule for the year 2019:

1. Spring Ham & Turkey Raffle April 13th
2. Memorial Day Boot Drive
3. Celtic Festival June 1st
4. Horse Pull June 2nd
5. Garlic Festival September 21th & 22th
6. Fall Ham & Turkey Raffle November 16th

Committees:

Doug Rettig Sr. presented the New Truck Committee report:

The Committee has had (3) meetings so far and they have some questions for the Board:

1. Is the Board of Commissioners OK with reducing the fleet?
If so which truck?
2. Board budget for the new truck?
3. Anticipated timeline for bidding and delivery?
4. What about Cuba 9?

Chairman Clark reminded the Commissioners to review the policies for the February meeting.

Old Business:

Motion by Wayne Butts 2nd by Mike Johnson to declare the following equipment as surplus and dispose of it: (2) coats (2) pants and (7) air bottles. Motion carried by a vote of 5-0.

New Business:

Chairman Clark stated that the Seneca Nation has a new President and if there were no objections he will send a copy of our fire protection proposal. No objections.

Motion by Wayne Butts 2nd by Tab Loftis to allow Chairman Clark to sign the agreement for legal services with Joseph P. Miller Esq. Motion carried by a vote of 5-0.

Secretary Seigel presented the meeting schedule for 2019:

The list will be provided to the Commissioners and sent to the Patriot Newspaper.

There has been a discussion that we need a list of officers and their appointment dates. Secretary presented a rough draft of the officers. The list will be typed, kept on file, updated as required and given to each Commissioner.

Executive Session:

Motion by Doug Rettig Sr. 2nd by Mike Johnson to enter into executive session on a personnel matter.

Motion carried by a vote of 5-0.

The Commissioners entered into executive session at 7:34 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 7:58 P.M.

Motion by Tab Loftis 2nd by Doug Rettig Sr. to approve the minutes prior to typing and adjourn.

Motion carried by a vote of 5-0.

Meeting adjourned at 8:10 P.M.

Respectfully Submitted,

Richard L. Seigel Sr.
Secretary

