



Wednesday, May 9th, 2024
Station 34 South Corning Fire Dept, Inc.

Minutes

1. Call to Order-Chairman Shafer called the meeting to order at 5:32pm.
2. Roll Call of Commissioners present: Present: Commissioners J. Brenning, D. Shafer, J.Clarkson and S.Gridley, Jr. Absent: Commissioner Eccleston.
3. Pledge of Allegiance was conducted.
4. Chairman Shafer read a letter of resignation that he received from Commissioner Eccleston on May 6th, 2024. In his letter, Larry expressed his regrets about resigning on short notice but he has moved out of the area and no longer meets the residency requirement for serving as a Commissioner. Motion was made by Commissioner Clarkson to accept Commissioner Eccleston's resignation was made with regret. It was seconded by Commissioner Gridley and carried. None opposed.
5. Motion made by Commissioner Brenning to approve minutes of CJFD Fire Commissioners Meeting on April 3rd, 2024. Motion seconded by Commissioner Clarkson and carried. None opposed.
6. Motion made by Commissioner Brenning to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District contingent upon completion of an acceptable criminal background check. Motion was seconded by Commissioner Clarkson and carried. None opposed.
 - Stations 43: Alexander Mann, Kevin Camp
7. Motion by Commissioner Gridley to receive and review the Treasurer's Report. Seconded by Commissioner Clarkson and carried. None opposed.
 - Motion was made by Commissioner Clarkson to accept the Treasurer's Report as written. Seconded by Commissioner Gridley and carried. None opposed.
 - Motion was made by Commissioner Clarkson to approve transfer of \$35,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297. It was seconded by Commissioner Gridley and carried. None opposed.
8. Motion made by Commissioner Brenning to discuss status of the following CJFD initiatives. It was seconded by Commissioner Clarkson and carried. None opposed.
 - Job Descriptions; No report.
 - Status update on Real Property initiatives. Chairman Shafer gave a brief update on the status of CJFD real property assets including properties currently being leased from the Gibson Fire Department.
 - Surplus Asset Auction – Chairman Shafer and Chief Brenning updated the board about plans to hold a surplus equipment sale in June at the Gibson Fire Department. Plans are also underway to sell surplus fleet vehicles that we acquired in the course of the Gibson Fire District's merger into CJFD.
 - Rotary Grant Program – No report.
 - Facilities Committee – Chairman Shafer reported that the Facilities Committee authorized by the Board earlier this year will meet for the first time on May 11th. Focus of the Committee's efforts will be to oversee status of existing facilities and evaluate repair, replacement or development plans and submit recommendations to the board. It will also evaluate options for improving capacity and operational condition of facilities at Station 34.
9. Motion by Commissioner Gridley to discuss the following prospective purchases. Motion was seconded by Commissioner Brenning and carried. None opposed.
 - Steel lockers for Station 16-Quote from Witmer Public Safety for several different configurations of steel lockers to replace the plywood units at Sta 16 was reviewed and discussed. Motion was made by

Commissioner Clarkson to acquire a 15-unit, freestanding rack for \$2,899 plus the cost of hangers and shipping. It was seconded by Commissioner Brenning and carried.

- Two 42" lateral 4-drawer locking file cabinets for securing payroll & personnel records; NYS Contract price quote on 2 HON units came in at \$2,600 (a 50% increase from 2020). Other options are being considered.
- Update digital signs at Stations 16 & 34: Deputy Chief Nehring reported that J&H Design indicate that they would replace the sign faces at 16 & 34 for but they do not have the capacity to include lighting on the upper half of both signs. This was not considered to be an acceptable resolution.
- Grading at Station 16: Chief Brenning reported that he received a quote of \$1,000 from GAE Contracting to grade and seed the east perimeter of the East Corning VFD where runoff water is currently being pushed towards the foundation of the building. Motion made by Commissioner J. Brenning to accept this quote. The motion was seconded by Commissioner Clarkson and carried. None opposed.
- Tires for E70 and M47: Chief Brenning reported that we received a quote of \$5,890.72 from Parmenter Tire to replace all tires on E70 (to remain in compliance with NFPA's 10-yr maximum use recommendation) and the front of M47. Quote for the same from a company in Syracuse was \$5,007. E70 is already at JPB Fire in Syracuse for other work previously authorized by the board. Motion made by Commissioner Brenning to approve replacement of tires on E70 by the vendor in Syracuse and have Parmenter Tire replace the front tires on M47 and also do an alignment so that it won't require another special trip to Syracuse (and associated costs) for getting M47 to Syracuse.

10. Motion to discuss recruitment and retention initiatives for CJFD:

- Update on 2024 Firefighter Experience Camp: Chairman Shafer and Commissioner Brenning reported on status of preparations for our 2024 FFE Camp. Since notice of the Camp was distributed to students at CPPS and their parents last week, we have received 17 requests for an application. Jeff will be organizing some Work Bees, managing scheduling, etc.
- Update on AAS Directed Studies Program in Fire Protection Technology @ CCC: CCC is now ready to accept applicants for enrollment in the program starting Fall 2024. CJFD participated in the Open House at CCC on April 20th to promote the program and other marketing initiatives are underway.

11. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs.

- EMS turnout vests: No Report
- Review proposed updates to CJFD SOP "Membership Roster Requirements": Proposed changes to this SOP were reviewed. Notably, references to station-based response criteria for active membership are being deleted (since almost all dispatch events are now district-wide) and criteria for Lifetime membership (and associated performance requirements) have been broken down into 3 categories).
- Chief Brenning reported that Steuben County would like to base a Pump Ops class at Station 16 starting June 6th. This was approved.

12. Visitor's Comments

- Commissioner Clarkson reported that NCFD has decided to go back to having their association meetings on a monthly basis. They will be held on the 1st Tuesday of the month at Station 43.
- He also reported problems with mice and ants at Station 34. Commissioner Brenning recommended that he should find out who is performing pest control services for the city fire department and have them come in to address the issues.

13. Motion to adjourn the meeting @ 6:45 pm.

Respectfully submitted,



David Shafer, Chairman

Upcoming Events / Important Dates:

Wednesday, June 5th, 2024, CJFD Commissioners Monthly Meeting