

CRONOMER VALLEY FIRE DISTRICT

MEETING MINUTES

November 10, 2020

The monthly meeting was called to order at 6:34 p.m. by Chairman Dieckmann followed by a pledge of allegiance. The following Commissioners were in attendance: Messrs. Dieckmann, Patterson, Ostrander and Greene. Also in attendance: Mrs. Fogg, Treasurer, Mrs. Dieckmann, District Secretary, Asst. Chief Dorrman, and Chief Moreno.

Absent: Commissioner Rahuba

The secretary noted that the time, place and date of this meeting has been given to the media and posted in accordance with the Open Meetings Law.

SECRETARY: The minutes of the Budget Hearing on October 20, 2020 were reviewed. A motion to approve was made by Mr. Patterson and second by Mr. Ostrander. All in favor – Approved. The minutes of the regular meeting on October 20, 2020 were reviewed. A motion to approve was made by Mr. Greene and second by Mr. Dieckmann. All in favor – Approved. The minutes of the Special Meeting on October 26, 2020 were reviewed. A motion to approve was made by Mr. Greene and second by Mr. Ostrander. All in favor – Approved.

TREASURER'S REPORT: The Treasurer's report was reviewed. A motion to approve the report was made by Mr. Greene and second by Mr. Patterson. All in favor – Approved.

A copy of this report has been made a part of these minutes.

Mr. Ostrander made a motion to approve payment of the bills as audited. A second was provided by Mr. Patterson. All in favor – Approved.

CHIEF'S REPORT: The Chief reported on the following:

- Discussion regarding the annual "Chief's Drill" and possible dates. This year's Chief's Drill to be held Monday December 14, 2020. More details to follow.
- Request the purchase of 3 name patches for members coming off probation. (Alex Miller, Marcus Herring & Joehny Quazada). Cost per \$61.00. **Total cost \$183.00.** Vendor – Fire End. A motion to approve was made by Mr. Ostrander and second by Mr. Patterson. All in favor – Approved.
- Request the purchase of 6 pairs of extrication gloves. Cost per \$50.00. **Total cost \$300.00.** Vendor – Haight. A motion to approve by Mr. Greene, and second by Mr. Patterson. All in favor – Approved.
- Requesting **\$120.00** for the purchase of miscellaneous tools missing from apparatus tool boxes. Vendor – Home Depot. A motion to approve was made by Mr. Greene and second by Mr. Patterson. All in favor – Approved.

- Request the purchase of 3 Helmet Fronts for new members coming off probation. (Alex Miller, Marcus Herring & Joehny Quazada). Cost per \$55.00. **Total Cost \$165.00.** Vendor – Haight. A motion to approve was made by Mr. Dieckmann and second by Mr. Greene. All in favor – Approved.
- Requesting the purchase of 4 Particulate Barrier Nomex Hoods. Each \$89.00. **Total cost \$356.00.** Vendor – Haight. A motion to approve was made by Mr. Dieckmann and second by Mr. Greene. All in favor - Approved.
- Requesting the purchase of 3 Leisure Pro 3W LED 210 Lumen Diver Lights. Cost per \$79.95. **Total cost \$239.85.** Vendor – Leisure Pro. A motion to approve was made by Mr. Ostrander and second by Mr. Dieckmann. All in favor – Approved.
- Requesting \$450.00 to order items for the Dive Trailer organization, cleaning, hooks, shelves etc... A motion to approve the purchase **not to exceed \$450.00** was made by Mr. Ostrander and a second provided by Mr. Dieckmann. All in favor – Approved.
- Requesting the purchase of 1 Thermo Imaging Camera (hand held), for members to try out. Regular price \$799.00. **Sale price \$499.00.** Vendor – MES. A motion to purchase at sale price was made by Mr. Greene and a second provided by Mr. Ostrander. All in favor – Approved.
-

The Chief submitted a letter which stated the dates the Chief’s office suspended all district activities (drills, maintenances, work details) due to the COVID-19 outbreak. March 30, 2020 thru June 14, 2020. He requested members receive credit towards their LOSAP points for the time missed due to the pandemic. A motion to approve this request for that time period was made by Mr. Patterson and second by Mr. Greene. All in favor – Approved.

The District received two offers for the 2008 Dodge Durango that was declared surplus.

Al River	\$2008.01
James Leghorn	\$2100.00

Mr. Greene made a motion to accept the offer made by James Leghorn. Mr. Ostrander second the offer. All in favor – Approved.

Mr. Patterson made a motion that the district approve a quote from Christopher Phillips for work to be done on the six wheeler and trailer (backup lights and brackets). **Total \$1578.00.** This cost to include labor. A second was made by Mr. Dieckmann. All in favor – Approved.

Mr. Greene made a motion to accept the commitment letter received from Ron Clum for preparing the AUD for 2020 on February 19, 2021. A second was provided by Mr. Dieckmann. All in favor –Approved.

Mr. Greene made a motion that the district purchase 2 Portable Hard Drives for software backup as recommended by Bob Quackenbush. **Total cost not to exceed \$240.00.** A second was made by Mr. Ostrander. All in favor – Approved.

Mr. Ostrander made a motion that the district purchase one 4-drawer file cabinet for the Secretary/Treasurer's office. Cost \$399.00. A second was provided by Mr. Dieckmann. All in favor – Approved.

With no other business to discuss, the meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Lucy Dieckmann
District Secretary

5:06 PM

Cronomer Valley Fire District #1

11/09/20

Orange Bank & Trust - Reserve Accounts

Accrual Basis

As of November 10, 2020

Type	Date	Num	Memo	Debit	Credit	Balance
Cash - Reserve						702,724.19
OCT MMkt Acct - Cap Reserve						249,771.67
Deposit	10/31/2020		Interest	44.43		249,816.10
Total OCT MMkt Acct - Cap Reserve				44.43	0.00	249,816.10
OCT MMkt Acct - Land & Building						290,273.84
Deposit	10/31/2020		Interest	51.63		290,325.47
Total OCT MMkt Acct - Land & Building				51.63	0.00	290,325.47
OCT MMkt Acct - Radio Fund						34,947.90
Deposit	10/31/2020		Interest	4.44		34,952.34
Total OCT MMkt Acct - Radio Fund				4.44	0.00	34,952.34
OCT MMkt Acct - Repair Reserve						76,411.93
Deposit	10/31/2020		Interest	13.59		76,425.52
Total OCT MMkt Acct - Repair Reserve				13.59	0.00	76,425.52
OCT MMkt Acct - Tax Stabilizatn						51,318.85
Deposit	10/31/2020		Interest	9.13		51,327.98
Total OCT MMkt Acct - Tax Stabilizatn				9.13	0.00	51,327.98
Total Cash - Reserve				123.22	0.00	702,847.41
TOTAL				123.22	0.00	702,847.41

5:07 PM

11/09/20

Accrual Basis

**Cronomer Valley Fire District #1
M&T Bank General Checking Account
As of November 10, 2020**

Type	Date	Num	Name	Memo	Split	Debit	Amount	Balance
Cash - General Fund								823,736.88
Checking - M&T Bank 4747								823,736.88
Bill P...	10/21/2020	6854	Cronomer Valley Fire Department		Accounts Pay...		-35,485.29	788,251.59
Bill P...	10/21/2020	6855	AAA Emergency Supply Co., Inc.	1CRO565	Accounts Pay...		-131.00	788,120.59
Bill P...	10/21/2020	6856	Alf's Uniforms Inc.	Class B Uniform...	Accounts Pay...		-650.00	787,470.59
Bill P...	10/21/2020	6857	Amazon Capital Services		Accounts Pay...		-1,315.59	786,155.00
Bill P...	10/21/2020	6858	Campbell Freightliner Of Orange Cty LLC	38866	Accounts Pay...		-3,844.05	782,310.95
Bill P...	10/21/2020	6859	Cintas Corporation No. 2	0010653338	Accounts Pay...		-55.48	782,255.47
Bill P...	10/21/2020	6860	Crudele Communications	C147	Accounts Pay...		-900.00	781,355.47
Bill P...	10/21/2020	6861	D-Ben Security Systems, Inc.	Proxkey II-Keyfo...	Accounts Pay...		-426.50	780,928.97
Bill P...	10/21/2020	6862	Dormann, Rob	2020 3rd Qlr Ce...	Accounts Pay...		-180.00	780,748.97
Bill P...	10/21/2020	6863	Dust & Shine Commercial Services LLC		Accounts Pay...		-180.00	780,568.97
Bill P...	10/21/2020	6864	Emergency One	Sep 2020 Physi...	Accounts Pay...		-230.00	780,338.97
Bill P...	10/21/2020	6865	Firestone Complete Auto Care	2008 Dodge Du...	Accounts Pay...		-33.07	780,305.90
Bill P...	10/21/2020	6866	Fisch Solutions, Inc.	Sep 2020 Table...	Accounts Pay...		-180.00	780,125.90
Bill P...	10/21/2020	6867	Goosetown Communications Inc.	CFD-4946	Accounts Pay...		-4,689.23	775,436.67
Bill P...	10/21/2020	6868	Haight Fire Equip. Supply (Metro... Inc.)	Semi Annual Br...	Accounts Pay...		-795.00	774,641.67
Bill P...	10/21/2020	6869	Main Care Energy	129323	Accounts Pay...		-2,054.41	772,587.26
Bill P...	10/21/2020	6870	New York State Thruway Authority	Violation #T012...	Accounts Pay...		-22.65	772,564.61
Bill P...	10/21/2020	6871	Paper Alternative Solutions, Inc.		Accounts Pay...		-150.00	772,414.61
Bill P...	10/21/2020	6872	Personalize It		Accounts Pay...		-881.85	771,532.76
Bill P...	10/21/2020	6873	Resto, Jorge	3rd Quarter Cell...	Accounts Pay...		-180.00	771,352.76
Bill P...	10/21/2020	6874	Ricoh USA, Inc.	5311780	Accounts Pay...		-42.50	771,310.26
Bill P...	10/21/2020	6875	Scott, Tyler	ATV for Servicing	Accounts Pay...		-4.25	771,306.01
Bill P...	10/21/2020	6876	T.J.E. Cleaning Service	Oct 2020 Janito...	Accounts Pay...		-350.00	770,956.01
Bill P...	10/21/2020	6877	Teixeira's Polaris, Inc	Ranger 2010 Po...	Accounts Pay...		-244.99	770,711.02
Bill P...	10/21/2020	6878	Tolls By Mail	NY AJ2725 Car ...	Accounts Pay...		-6.25	770,704.77
Bill P...	10/21/2020	6879	Verizon	Oct 2020 Telep...	Accounts Pay...		-526.71	770,178.06
Bill P...	10/21/2020	6880	Verizon Wireless	Oct 2020 Tablet...	Accounts Pay...		-468.49	769,709.57
Bill P...	10/21/2020	6881	Villa Italia		Accounts Pay...		-460.55	769,249.02
Bill P...	10/21/2020	6882	W.B. Mason Co., Inc.	C2441641	Accounts Pay...		-401.75	768,847.27
Check	10/21/2020	6883	Cronomer Valley Fire District	OCTC CC Sept...	OCT-Checkin...		-3,415.57	765,431.70
Check	10/21/2020	6884	Cronomer Valley Fire District	OCTC CH Sept...	OCT Checkin...		-34.11	765,397.59
Bill P...	10/22/2020	EFT...	NYS Employment Contributions and Taxes	NYS-45 3rd Qlr ...	Accounts Pay...		-466.50	764,931.09
Depo...	10/31/2020			Interest	Interest and E...	20.92		764,952.01
Bill P...	11/02/2020	6885	Central Hudson - 0390	service 8/16-10/...	Accounts Pay...		-63.35	764,888.66
Bill P...	11/02/2020	6886	Verizon	Nov 2020	Accounts Pay...		-106.98	764,781.68
Check	11/09/2020	6887	Dieckmann, Lucy - Chief's Secretary	Nov 2020	-SPLIT-		-441.02	764,340.66
Check	11/09/2020	6888	Dieckmann, Lucy - Secretary	Nov 2020	-SPLIT-		-966.76	763,373.90
Check	11/09/2020	6889	MaryAnn Fogg	Nov 2020	-SPLIT-		-818.76	762,555.14
Total Checking - M&T Bank 4747						20.92	-61,181.74	762,555.14
Total Cash - General Fund						20.92	-61,181.74	762,555.14
TOTAL						20.92	-61,181.74	762,555.14

5:08 PM

11/09/20

Accrual Basis

**Cronomer Valley Fire District #1
Debit Card Accounts
As of November 10, 2020**

Type	Date	Num	Memo	Debit	Credit	Balance
Cash - General Fund						5,250.00
OCT-Checking-Credit Card-7207						5,000.00
Bill Pmt -C...	10/21/2020	EFT09302...	Sep 30, 2020 ...		3,415.57	1,584.43
Check	10/21/2020	6883	Credit Card Ac...	3,415.57		5,000.00
Total OCT-Checking-Credit Card-7207				3,415.57	3,415.57	5,000.00
OCT Checking Chief's Fund 7689						250.00
Bill Pmt -C...	10/21/2020	EFT09302...	Sep 2020 Chie...		34.11	215.89
Check	10/21/2020	6884	Chief CC Acco...	34.11		250.00
Total OCT Checking Chief's Fund 7689				34.11	34.11	250.00
Total Cash - General Fund				3,449.68	3,449.68	5,250.00
TOTAL				3,449.68	3,449.68	5,250.00

5:08 PM
11/09/20

**Cronomer Valley Fire District
A/P Aging Detail
As of November 9, 2020**

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	11/01/2020	5060...	Ricoh USA, Inc.	11/11/2020		42.50
Bill	11/01/2020	7153	T.J.E. Cleaning Ser...	11/11/2020		350.00
Bill	11/04/2020	1QQ9...	Amazon Capital Ser...	11/14/2020		262.33
Bill	11/04/2020	17441	Air Cleaning Syste...	11/14/2020		290.00
Bill	10/19/2020	8479	Fisch Solutions, Inc.	11/18/2020		310.00
Bill	10/19/2020	2879...	Main Care Energy	11/18/2020		54.00
Bill	10/20/2020	2903...	Main Care Energy	11/19/2020		132.80
Bill	11/09/2020	Oct R...	Fogg, MaryAnn- rei...	11/19/2020		56.50
Bill	10/26/2020	103252	Val-U-Office (Valuc...	11/25/2020		141.26
Bill	10/26/2020	2147...	W.B. Mason Co., Inc.	11/25/2020		27.04
Bill	10/27/2020	103293	Val-U-Office (Valuc...	11/26/2020		18.27
Bill	10/30/2020	55876	Haight Fire Equip. ...	11/29/2020		391.93
Bill	11/01/2020	8566	Fisch Solutions, Inc.	12/01/2020		140.00
Bill	11/02/2020	2917...	Main Care Energy	12/02/2020		261.00
Bill	11/03/2020	55943	Haight Fire Equip. ...	12/03/2020		95.00
Bill	11/05/2020	2926...	Main Care Energy	12/05/2020		73.80
Total Current						2,646.43
1 - 30						
Bill	10/21/2020	R003...	Campbell Freightlin...	10/31/2020	9	1,591.42
Bill	10/21/2020	650-96	Minerva Bunker Ge...	10/31/2020	9	290.00
Bill	10/21/2020	2020 ...	Mulligan, George M.	10/31/2020	9	150.00
Bill	10/23/2020	M&T ...	Cardmember Service	11/02/2020	7	231.79
Bill	10/26/2020	1743...	Tolls By Mail	11/05/2020	4	1.25
Bill	10/26/2020	274426	Firestone Complete...	11/05/2020	4	89.53
Bill	10/28/2020	R003...	Campbell Freightlin...	11/07/2020	2	470.78
Total 1 - 30						2,824.77
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
General Journal	12/31/2015	VDD...	Cronomer Valley Fir...			-518.00
General Journal	12/31/2015	VDD...	OMNI Medical Care...			-80.00
General Journal	01/01/2016	VDD...	Tuttle, Richard			518.00
General Journal	12/31/2016	RBT-...	adjustment			60,000.00
General Journal	12/31/2017	REC 4	adjustment			-60,000.00
General Journal	12/31/2018	RBT ...	Crystal Run Healthc...			5,625.00
General Journal	01/01/2019	2019-...	Crystal Run Healthc...			-5,625.00
Total > 90						-80.00
TOTAL						5,391.20

5:08 PM

11/09/20

Accrual Basis

Cronomer Valley Fire District
Profit & Loss Budget vs. Actual
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget
Income			
Interest and Earnings - General			
Interest Income - Capital Resrv	313.56		
Interest Income - Land and Bldg	483.94		
Interest Income - Radio Fund	39.11		
Interest Income - Repair Resrv	125.38		
Interest Income - Tax Stab Res	71.04		
Interest and Earnings - General - Other	293.11		
Total Interest and Earnings - General	1,326.14		
Real Property Taxes			
Tax Check	1,161,200.00		
Total Real Property Taxes	1,161,200.00		
Transfer from General Fund	140,500.00	140,500.00	0.00
Transfers into Reserve	-140,500.00	-140,500.00	0.00
Unclassified Income			
Lease, Cell Tower, AT&T	18,000.00		
Other General Income	380.00		
Total Unclassified Income	18,380.00		
Total Income	1,180,906.14	0.00	1,180,906.14
Gross Profit	1,180,906.14	0.00	1,180,906.14
Expense			
Debt Interest, Serial Bonds	31,878.58	32,000.00	-121.42
Debt Principal, Serial Bonds	84,000.00	84,000.00	0.00
Fire, Contractual Expenditures			
Bank Service Fees	0.00	400.00	-400.00
Chiefs Fund	0.00	0.00	0.00
Cleaning & Sanitation	4,760.00	4,500.00	260.00
Commission Expense	0.00	0.00	0.00
Computer - Internet	18,955.93	20,000.00	-1,044.07
Computer IT Person	0.00	2,500.00	-2,500.00
District Meeting / Election Exp	0.00	1,500.00	-1,500.00
Dive Team Expenditures	9,062.08	10,000.00	-937.92
Dues	1,234.00	4,500.00	-3,266.00
Fire Prevention	0.00	2,800.00	-2,800.00
Food	6,834.72	14,000.00	-7,165.28
Fuel - Diesel	2,891.59	8,000.00	-5,108.41
Fuel - Gasoline	4,088.19	10,000.00	-5,911.81
Fuel & Fuel Oil - LP	4,092.08	12,000.00	-7,907.92
Fuel Oil - Antonelli's	0.00	0.00	0.00
Installation Dinner	10,000.00	10,000.00	0.00
Insurance - Cancer	12,479.00	14,000.00	-1,521.00
Insurance Compensation	50,904.00	60,000.00	-9,096.00
Insurance General	89,802.54	88,000.00	1,802.54
Insurance Group Life	37,452.85	53,000.00	-15,547.15
Legal Notices	0.00	1,000.00	-1,000.00
License	0.00	50.00	-50.00
Mileage & Tolls	131.30	350.00	-218.70
Payroll Tax Expense	499.48	10,000.00	-9,500.52
Physicals - Medical	7,966.00	14,000.00	-6,034.00
Real Estate Taxes	80.08	100.00	-19.92
Refund	0.00	0.00	0.00
Rent	84,396.00	84,400.00	-4.00
Repairs - Equipment	18,312.70	20,000.00	-1,687.30
Repairs - Vehicles	45,255.14	35,000.00	10,255.14
Supplies - Cleaning	1,133.26	5,000.00	-3,866.74
Training & Conferences	3,371.65	7,500.00	-4,128.35
Uniforms	650.00	5,000.00	-4,350.00

5:08 PM

11/09/20

Accrual Basis

Cronomer Valley Fire District
Profit & Loss Budget vs. Actual
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget
Utilities - Gas & Electric	9,871.82	15,000.00	-5,128.18
Utilities - Telephone	13,175.19	18,000.00	-4,824.81
Total Fire, Contractual Expenditures	437,399.60	530,600.00	-93,200.40
Fire, Equip & Cap Outlay			
Equipment - Small Tools < \$20K	41,471.66	74,000.00	-32,528.34
Total Fire, Equip & Cap Outlay	41,471.66	74,000.00	-32,528.34
Fire, Personal Service			
Accounting, Payroll & Prof Fees	13,880.00	15,500.00	-1,620.00
Consultant fees	0.00	31,600.00	-31,600.00
Legal Fees	21,060.00	9,000.00	12,060.00
Repairs - Building	63,965.52	8,000.00	55,965.52
Repairs - Computer	875.40	3,000.00	-2,124.60
Salary	33,160.92	29,000.00	4,160.92
Service Contract - Maintenance	2,732.00	14,000.00	-11,268.00
Supplies - Office	4,199.96	6,000.00	-1,800.04
Total Fire, Personal Service	139,873.80	116,100.00	23,773.80
Local Pension Fund, Empl Bnfts			
Service Awards - LOSAP	143,456.00	184,000.00	-40,544.00
Total Local Pension Fund, Empl Bnfts	143,456.00	184,000.00	-40,544.00
Reimbursement	0.00		
Total Expense	878,079.64	1,020,700.00	-142,620.36
Net Income	302,826.50	-1,020,700.00	1,323,526.50

5:09 PM
 11/09/20
 Accrual Basis

Cronomer Valley Fire District
Balance Sheet Budget vs. Actual
 As of December 31, 2020

	Dec 31, 20	Budget	\$ Over Budget
ASSETS			
Current Assets			
Checking/Savings			
Cash - General Fund			
Checking - M&T Bank 4747	762,555.14		
OCT-Checking-Credit Card-7207	5,000.00		
OCT Checking Chief's Fund 7689	250.00		
Total Cash - General Fund	767,805.14		
Cash - Reserve			
OCT MMkt Acct - Cap Reserve	249,816.10		
OCT MMkt Acct - Land & Building	290,325.47		
OCT MMkt Acct - Radio Fund	34,952.34		
OCT MMkt Acct - Repair Reserve	76,425.52		
OCT MMkt Acct - Tax Stabilizatr	51,327.98		
Total Cash - Reserve	702,847.41		
Total Checking/Savings	1,470,652.55		
Other Current Assets			
Prepaid Expenses	330,176.18		
Total Other Current Assets	330,176.18		
Total Current Assets	1,800,828.73		
Fixed Assets			
Construction In Progress	87,920.00		
Equipment - over \$20K per item	3,989,348.16		
Land	119,939.68		
Total Fixed Assets	4,197,207.84		
Other Assets			
Non-Current Govt Liabilities	999,000.00		
Service Award Program Assets	2,371,103.51		
Total Other Assets	3,370,103.51		
TOTAL ASSETS	9,368,140.08		
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	5,391.20		
Total Accounts Payable	5,391.20		
Total Current Liabilities	5,391.20	0.00	5,391.20
Long Term Liabilities			
Bonds Payable			
Bond Payable - Truck	999,000.00		
Total Bonds Payable	999,000.00		
Service Awards - Balancing Acct	2,371,103.51		
Total Long Term Liabilities	3,370,103.51		
Total Liabilities	3,375,494.71	0.00	3,375,494.71

5:09 PM

11/09/20

Accrual Basis

Cronomer Valley Fire District
Balance Sheet Budget vs. Actual
As of December 31, 2020

	Dec 31, 20	Budget	\$ Over Budget
Equity			
Assigned Fund Balance	22,767.00		
Non-Current Govt Assets	4,197,208.11		
Nonspendable fund balance	377,343.52		
Retained Earnings - Capital Res	435,912.83		
Retained Earnings - General	200,053.54		
Retained Earnings - Misc Reserv	42,176.90		
Retained Earnings - Repair Rese	65,898.97		
Retained Earnings Land&Building	348,458.00		
Net Income	302,826.50	0.00	302,826.50
Total Equity	5,992,645.37	0.00	5,992,645.37
TOTAL LIABILITIES & EQUITY	9,368,140.08	0.00	9,368,140.08

