

BOARD OF FIRE COMMISSIONERS
DeWITT FIRE DISTRICT
DeWITT, NEW YORK

April 28, 2026

Call to Order: Mr. Vander Molen called the meeting to order at 7:00PM.

Pledge: DFC Cowan

Minutes: A motion by Mr. Skahen, seconded by Mr. Zappola, to approve the minutes of the April 14th Regular Meeting. All Commissioners present voting in the affirmative, except Mr. Upton and Mr. Vander Molen who abstained. Motion approved.

Report of Officer's: Deputy Chief Cowan reported the following:

1. The District continues the evaluations of the SCBA replacement units, including thermal imaging cameras.
2. Personnel will participate in live-fire training tomorrow at the Town of Onondaga facility.
3. Costs related to water system failure were submitted to the insurance company, who will attempt to subrogate the cost to OCWA.
4. Chief attended several county meetings, including the Fire Advisory Board, where the topic of nominal compensation for volunteers continued.

Treasurer's Report: Ms. Fusco reported that the auditors would be on site this week to complete audit testing for the 2025 financials.

Vouchers: Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Zappola, seconded by Mr. Upton, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$190,742.80. Also, pending checks (35975–35998) and ACH's amounting in total to \$22,712.36. All Commissioners present voting in the affirmative. Motion approved.

Bank Reconciliation: None.

Correspondence: None.

Response Statistics:

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	03/31/2026	xx	xx	809
	03/31/2025	xx	xx	837

Training/Travel Requests: A motion was made by Mr. Huyck, seconded by Mr. Zappola, to approve the following training and travel request. All Commissioners present voting in the affirmative. Motion approved.

1. FF Jones/Minckler/Tiss – Hands on Training - Hoarders (Syracuse, NY) – Registration \$345/each
2. FF Baker – Hands on Training – Vehicle Extrication (Syracuse, NY) – Registration \$425
3. Captain Pienkowski – Active Shooter Incident Management (Syracuse, NY) – 24 hours OT
4. FF Gower/View – Integrated Response to Aggressive Deadly Behavior (Oriskany, NY) – 24 hours OT
5. LT Philopena/Jeffery & FF Fedorov/Jeffery – Rope Rescue Ops (Montour Falls, NY) – 48 shift coverage, district vehicle, registration, lodging
6. LT Jeffery & FF Jeffery – Rope Rescue Technician (Montour Falls, NY) – 24 shift coverage, district vehicle, registration, lodging
7. Chief Green – Career Chief’s meeting (Saratoga, NY) – district vehicle, lodging, per diem
8. Chief Green – Harrisburg Fire Expo – district vehicle, per diem

Building Use Request: None

COMMITTEE REPORTS:

Apparatus and Equipment:

1. R-14: still out of service.
2. E-8: emergency tire repair/replacement.

Buildings and Grounds:

3. New telephone system has been installed and working well. Station 2 portion will be billed to the LDC.

Finance: None.

Long-Range Planning: Presentation following normal business.

Personnel/Staffing: Recruits are in week 12 of the academy and progressing well. They had good times on their practice CPAT last week. Will make recommendations for promotions and personnel appointments following planning presentation.

Legal: None

OLD BUSINESS:

Key Fob/ Camera Bids: No change.

NEW BUSINESS:

Update Financial Software:

A motion was made by Mr. Upton, seconded by Mr. Zappola, to authorize Ms. Fusco to purchase new financial software (ERP Pro 10 by Tyler Technologies) for an installation amount not to exceed \$23,780 and annual maintenance cost of \$14,738 for three years. All Commissioners present voting in the affirmative. Motion approved.

Crime Insurance Policy Adjustment:

A motion was made by Mr. Vander Molen, seconded by Mr. Skahen, to authorize the value increase in the crime insurance policy, for an additional \$34 annually. All Commissioners present voting in the affirmative. Motion approved.

Canvas Fire Captain List:

A motion was made by Mr. Skahen, seconded by Mr. Zappola, to authorize the canvas of the Fire Captain list. All Commissioners present voting in the affirmative. Motion approved.

Canvas Fire Lieutenant List:

A motion was made by Mr. Skahen, seconded by Mr. Zappola, to authorize the canvas of the Fire Lieutenant list. All Commissioners present voting in the affirmative. Motion approved.

Canvas Battalion Chief List:

A motion was made by Mr. Skahen, seconded by Mr. Zappola, to authorize the canvas of the Battalion Chief list. All Commissioners present voting in the affirmative. Motion approved.

PPE Purchase – Turnout Gear:

A motion was made by Mr. Zappola, seconded by Mr. Skahen, to authorize the purchase of two sets of turnout gear from Dival Safety for a total cost of \$5,000. All Commissioners present voting in the affirmative. Motion approved.

Rescue Strut Purchase:

A motion was made by Mr. Zappola, seconded by Mr. Skahen, to authorize the purchase of rescue struts in an amount not to exceed \$9,362. All Commissioners present voting in the affirmative. Motion approved.

Obsolete Equipment:

A motion was made by Mr. Huyck, seconded by Mr. Upton, to declare provided list of equipment as obsolete and declared surplus. All Commissioners present voting in the affirmative. Motion approved.

Strategic Plan Update:

Chief Green and Deputy Chief Cowan presented the long-range strategic plan.

Executive Session:

A motion was made by Mr. Huyck, seconded by Mr. Skahen, to go into Executive Session to discuss a legal matter. All Commissioners present voted in the affirmative. Motion approved at 8:00PM.

A motion was made by Mr. Skahen, seconded by Mr. Huyck, to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 8:34PM.

No business was conducted during the Executive Session.

Adjournment:

There being no further business, a motion to adjourn was made by Mr. Skahen, seconded by Mr. Vander Molen. All Commissioners present voted in the affirmative. The meeting adjourned at 8:34PM.

MEETING ATTENDANCE:

Commissioners: Huyck, Skahen, Upton, Vander Molen, and Zappola. Chief Green, DFC Cowan, Ms. Fusco. LT Dixon, FF Jones, FF Minckler, FF Tiss, FF Harden, Mr. Steinberg.

Kerrie Fusco
Secretary
April 28, 2026