

BOARD OF FIRE COMMISSIONERS
DeWITT FIRE DISTRICT
DeWITT, NEW YORK

May 12, 2026

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

Pledge: Mr. Vander Molen

Minutes: A motion by Mr. Upton, seconded by Mr. Huyck, to approve the minutes of the April 28th Regular Meeting. All Commissioners present voting in the affirmative. Motion approved.

Report of Officer's: Chief Green reported the following:

1. The Chief and DFC Cowan conducted a staff meeting to update personnel on the organizational plans for the near future.
2. Personnel participated in live-fire training at the Town of Onondaga facility.
3. Chief participated in a zoom meeting with Mr. Vander Molen and the representatives from MJ Burben to prepare grant applications.

Treasurer's Report: Ms. Fusco reported that the auditors completed their on-site testing. They are in the process of preparing the financial statements and will have them for approval at the June 23rd meeting. Ms. Fusco also noted that the April 2026 financials were sent out prior to the meeting.

Vouchers: Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Skahen, seconded by Mr. Zappola, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$165,919.28. Also, pending checks (35999-36017) and ACH's amounting in total to \$491,715.15. All Commissioners present voting in the affirmative, except Mr. Vander Molen who abstained. Motion approved.

Bank Reconciliation: A motion was made by Mr. Zappola, seconded by Mr. Skahen, to approve the April 2026 bank reconciliations. All Commissioners present voting in the affirmative. Motion approved.

Correspondence: None.

Response Statistics:

| Year-To-Date Response Stats: | DATE | GENERAL | E.M.S. | TOTAL |
|---------------------------------|------------|---------|--------|-------|
| | 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. Upton, to approve the following training and travel request. All Commissioners present voting in the affirmative. Motion approved.

1. FF Baker – Additional components to OFPC Health and Safety Program and Instructor I – 10 hours shift coverage
2. FF Minckler – Rope Rescue Ops (Montour Falls, NY) – 34 hr. shift coverage, lodging and registration, district vehicle use.
3. FF Shane – Rope Rescue Technician (Oriskany, NY) – 34 hr. shift coverage, district vehicle use.
4. FF Shane – Instructor I (Syracuse, NY) – 34 hr. shift coverage, district vehicle use.
5. LT Gancarz – Harrisburg Fire Expo – district vehicle, shift coverage

Building Use Request: None

COMMITTEE REPORTS:

Apparatus and Equipment:

1. R-14: still out of service.
2. EVT Boyle completing PM on all vehicles.
3. Cab has been completed and sent to paint.

Buildings and Grounds:

4. District needs to replace the dialer portion of the fire alarm system. A new panel will be necessary at some point. The District will budget for replacement in 2027.

Finance: None.

Long-Range Planning: None.

Personnel/Staffing:

5. Recruits are in week 14 of the academy. Graduation is scheduled for next Friday.
6. Canvas letters were sent out for Battalion Chief, Captain, and Lieutenant. All were received back. Chief will move forward with appointments and necessary adjustments.

Legal: None

OLD BUSINESS:

Key Fob/ Camera Bids: No change.

2% Foreign Fire Tax: Mr. Vander Molen noted that the District has made every effort to connect with NYS to settle the matter. He urged LT Philopena to reach out to his contacts in Albany.

NEW BUSINESS:

Executive Session:

A motion was made by Mr. Vander Molen, seconded by Mr. Skahen, to go into Executive Session to discuss a legal matter. All Commissioners present voted in the affirmative. Motion approved at 7:26PM.

A motion was made by Mr. Vander Molen, seconded by Mr. Skahen, to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 7:34PM.

No business was conducted during the Executive Session.

Adjournment:

There being no further business, a motion to adjourn was made by Mr. Upton, seconded by Mr. Skahen. All Commissioners present voted in the affirmative. The meeting adjourned at 7:34PM.

MEETING ATTENDANCE:

Commissioners: Huyck, Skahen, Upton, Vander Molen, and Zappola. Chief Green, Ms. Fusco. LT Philopena, FF Fedorov, and Mr. Steinberg.

Kerrie Fusco
Secretary
May 12, 2026