

January 27, 2020

The regularly scheduled monthly meeting of the Board of Fire Commissioners of the Ridge-Culver Fire District was held at the Ridge Culver Fire House, 2960 Culver Road, in the Town of Irondequoit on January 27, 2020. The meeting was called to order at 6:00 pm by the Chairman (noted below) who then led the pledge.

ATTENDANCE:

Commissioner	Present	Chairman
Warth	Not in Attendance	
Napoli	X	X
Lipari	X	
Woltz	Not in Attendance	
Zampatori	X	
Others	Present	
Chief Sessler	X	
Assistant Chief Marini	X	
Captain Thomas	X	

Refer to ***New Business*** section for:

- Previous meeting minutes approval
- Audit and pay present bills

CORRESPONDENCE REPORT

- N/A

TREASURER REPORT

- Commissioners Napoli and Zampatori will need to go to the Hudson Ave office of Canandaigua National Bank to sign the safe deposit documents – I completed them today and received 2 keys for accessing our box. The key is not needed for the signature cards to be completed.
- Treasurer Marini request Board's approval to move the items in the Safety Deposit Box at Key Bank to the Canandaigua National Branch.
- Documents have been received for Bene-care to transfer the POP Plan and Cobra Administration. Authorization is needed to approve this change – we are currently billed directly from Excellus. This would allow invoices and payments to be monitored by Bene-care.
- Treasurer Marini request authorization to attend the "2020 Governmental Account" classes to be held in Batavia in March and September 2020. The cost is \$85.00 for each of the 2 ½ days of training.
- Recalculation has been done for all employees' salary, O/T straight rate with longevity and O/T 1.5 rate with longevity. Payroll for 1/30/2020 has been sent to Paychex and Captain Thomas reviewed the hours worked for any errors. Corrections for January 16th O/T rates have been processed along with any corrections to bi-weekly pay rates.
Corrections for January 2, 2020 will be processed in the 1st February check along with the changes to the deductions for dental and vision plans.
- A question was raised about the changes for Tier 6 members contribution rates. The retirement system will notify us in March of any changes needed for individual's contribution rates. Firefighter Beyea was present at the board meeting and explained the difference with the Tiers.
- Sean Hucko, the district's accounting firm, will be here on January 31st at 8:15 AM to being the audit. I have sent most of the data that he has requested and am working to finalize the remaining information to send to him.

- The district's office has received the deposit stamps for our Canandaigua Bank accounts. I am waiting to receive the checks prior to notifying all of companies/organizations that use ACH for payments until we are assured that we could write a check.
- I will notify the Town of Irondequoit of the change of banks to see if we can have the tax funds deposited at Canandaigua instead of Key Bank. I will confirm with the Town the latest date that we can change the deposit location.
- Treasurer Marini requested that Commissioner Zampatori be added to the bank accounts and safety deposit box at Key Bank – I will contact him when the documents are ready for his signature but have not heard back from them. I will follow up with this on Wednesday (01/29).
- Treasurer Marini will be in the office on Tuesday (01/28), 11 AM to 2 PM to work on items for the audit, Wednesday from 9:15 AM to 12:15 PM, Thursday from 8 AM to 12 Noon if needed for the audit and Friday from 8 AM to 2:30 PM.
- Treasurer Marini will be in the office on Mondays, Wednesdays and Fridays from 9:15 AM to 2:15 PM beginning in February and additional days as needed.
- Captain Quinlan and Assistant Chief Marini are working on the LOSAP for posting for 30 days.

PUBLIC INPUT SESSION

- None

SCHEDULED APPOINTMENTS

- Firefighter Fasino-Bush addressed the Board in regard to the letter that he received removing him from "Active Status".
- Firefighter H. Boehl addressed the Board about the letter that she received removing her from "Active Status" She also requested clarification of "GO-166 – Fire House Support".

CAREER STAFF REPORTS

- NO REPORT

ASSOCIATION REPORT

- Ridge-Culver Fire Association President Boehl requested information of the Board for assuming the responsibility of the Association's Explorer Post.
- President Boehl mentioned that at a previous board meeting that the Board would assist the Assoc. with some extracurricular activity expenses. Pres. Boehl solicited the Board for assistance.
- President Boehl requested the Board's clarification of "GO-202 – Social Media". The Assoc. Executive Board is investigating an Assoc. By-Law violation involving a member.

OPERATIONS REPORTS

CHIEF SESSLER

- Thanks to Captain Thomas for filling the Acting-Chief role while the Chief was out of service
- Thanks to Firefighter Matt Aman for his work in the Tool Room
- Thanks to Captain Quinlan and Firefighter Sabin for all their work on the new Phone System

- The new EMS Documentation is going strong - Thanks to everyone for embracing the change
- FYI – Former Point Pleasant Fire Chief Jeff Champion was selected as F811 (Filling Steve Andrews' absence)
- Chief Sessler has received information that the Shire at Culverton has been sold.
- Chief Sessler reports on the County ADB team (Aggressive Deadly Behavior) - Gear is being provided by the county! Waiting on MCSO for training.
- Chief Sessler reports that a new Jiffy Lube is under construction on E. Ridge Rd east of Portland Ave. The building is described as a “disposable” building – There is open wooded truss in the bays, no sprinkler system, etc. (The town Fire Marshall is going to investigate this)
- Chief Sessler and Captain Thomas attended a meeting with town officials and Bergman & Associates to review the construction plans for the old Wambach’s property on Culver Rd.
- Chief Sessler supplied additional “Run Data” for Paul Bishop’s evaluation for the CGR study.
- Chief Sessler and crew will be traveling to Pierce in Wisconsin next week (Tues-Thurs) for the “Pre-Con” of the new Engine.
- Chief Sessler requested the Board’s approval of 2 additional: “GO-301 – Seat Belt Usage” and “GO-443 – Trunked Radio System Operation”. The “GO’s” will be acted on at the next Board meeting.
- A new “Fitness Program Proposal” was emailed the board members prior to this board meeting. The board will be looking into the benefits to the members. Further discussion is needed regarding the cost to the district. The board approved the 4 members that will be supervising this program to attend a preliminary education class in Gates. The future supervisors are Firefighter Palmer, Lieutenant Munster, Firefighter Serenati, and Firefighter Beyea.
- Chief Sessler has received a request from the Irondequoit Ambulance for the use of the district’s gym for their on-duty members. The Board approved this request.
- Chief Sessler confirmed with the Board that the ‘State of the Department’, the Chief’s talk, will be on Thurs. Feb 13th starting with a dinner at 6pm followed by the meeting at 7pm. The district will be supplying the dinner.
- Chief Sessler reports that Firefighter Sabin and Brite Computers have gone through the old users list for computers and will be deleting old accounts to clean up the system.
- Chief Sessler reminded the Board of the Swearing-in Ceremony for Captain Quinlan, Lieutenant Boehl, and Firefighter Nicosia at the Laurelton Fire House on Thur. Jan 30th at 7pm. Firefighter Serenati organized the upcoming Swearing-in Ceremony at Laurelton and will be the MC for the evening.

ASSISTANT CHIEF MARINI

- No report

SUB COMMITTEE REPORTS

Community Risk Reduction

- Ridge-Culver participated at “Winterfest at the Ironde. Town Hall”. But “Winter” failed to make an appearance.
- A big thank you to Lt. Metcalfe for all of the hard work and hours that he has dedicated to the “Public Education Program”. The bulk of his time will now be spent in the MTO position, working days.
- Ongoing Blood Pressure clinics at Hobie Creek Apt and the St. Ann’s community.
- On-going car seat installs. People still having babies.

Upcoming Events

- Hands only CPR at Eastridge H.S. on 2/24.
- Spring scheduling of school visits coming soon.

COMMISSIONER REPORTS

COMMISSIONER NAPOLI

Equipment/ Apparatus

- No report

COMMISSIONER LIPARI

Personnel/ Misc.

- No report

COMMISSIONER WOLTZ

Building & Grounds

- No report (not in attendance)

COMMISSIONER ZAMPATORI

Association Liaison

- Commissioner Zampatori reports the he completed the Monroe County Fire District Officers training this past Saturday.
- Commissioner Zampatori spoke with Irond. Town Highway Supervisor Kiley in regard to the IMA letter that the district received a short time ago. If the district signs the letter, this will provide town services for needed situation. Comm Zampatori stated that the other fire district has signed the letter.
- Commissioner Zampatori and Captain Thomas attended the Groundbreaking Ceremony at the former Irond. Mall last week.

COMMISSIONER WARTH

Budget/ Long Range Planning

- No report. (not in attendance)

Town/County Meeting Updates

- N/A

Executive Session @ 7:44pm – 8:45pm

- Motioned by Commissioner Lipari, seconded by Commissioner Napoli to discuss personal matters

OLD BUSINESS

- N/A

NEW BUSINESS

- N/A

Y	Motioned					Second					CARRIED	NOTES
MOTION	Napoli	Zampatori	Woltz	Lipari	Warth	Napoli	Zampatori	Woltz	Lipari	Warth		
Approve the minutes of the 01/06/2020 meeting		X							X		Y	
Approval to properly audit and pay the bills as submitted on 01/27/2020		X							X		Y	
Approval to move the District's Safe Deposit Box from Key Bank to CNB				X			X				Y	
Approval to transfer the POP Plan and Cobra Admin. to Bene-care				X			X				Y	
Approval for treasurer Marini to attend 2-classes for "2020 Governmental Account"				X			X				Y	
Approval of 4 FF to attend a Physical Training Seminar in Gates.				X		X					Y	
Approve the use of the Gym for Ironb Amb members				X		X					Y	

Motion for Adjournment: Made by Commissioner Lipari
Second: Made by Commissioner Napoli
Time: 8:46pm

Respectfully Submitted,
Commissioner M. Napoli
Interim Secretary

NEXT MEETING: Monday Feb 10th, 2020 at 6pm