

## June 01, 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 June 01, 2020. The meeting was called to order at 6:00 pm by the Chairman (noted below) who then led the pledge.

### **ATTENDANCE:**

<b>Commissioner</b>	<b>Present</b>	<b>Chairman</b>
Warth	X	X
Napoli	X	
Lipari	X-via Video	
Woltz	X	
Zampatori	Not in Attendance	
<b>Others</b>	<b>Present</b>	
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**

Information below received on Friday, May 29, 2020

- Checks have been prepared for all invoices I have received to date for approval at your June 1st meeting.
- 
- The payment for the sold 2015 F350 Pick-up truck has been deposited into the General Fund checking account.
- 
- The documents from the KeyBank safe deposit box have been transferred to the Canandaigua National Bank safe deposit box, including the Lien Release for the 2015 F250 Pick-up truck on 5/20/2020. There was a note on the log from KeyBank that the 2003 Spartan's original title was not in the box in 2018. I have been in touch with DMV and awaiting their response on how to obtain a duplicate title.
- 
- Commissioner Napoli and I closed the remaining two accounts at KeyBank and the funds have been deposited into the General Fund checking and savings accounts.
- 
- Received the Excellus notice of renewal and 2020 premium rates for the SimplyBlue health insurance. (Copy Attached) They also provided a notice for employees that will be sent out the first week in June. I will calculate the individual employees' deduction changes as soon as I receive the renewal notice for the dental portion of their insurance.
- 
- Waiting to receive notification from Paychex that the account number error on their part has been corrected for our ACH account.
- 
- Received the proposal for service and maintenance from Emcor Services Betlem and the amount is the same as last year. (Copy attached)
- 
- I have completed the telephone review of our survey from NYSLRS – Gold Certification for our monthly retirement reporting. I will be notified in August on the next stage of the transition to begin in September with full conversion to be done with the December report.
- Invoices for materials and supplies for the COVID-19 state of emergency are being tracked and the invoices have been provided to Chief Sessler and Captain Thomas.

- The payroll account balance has been verified for the two June payrolls and the needed transfer has been done today.
- I have updated the information for the June 1st submission and will provide Mark Thomas with a copy of the documents in the event that he needs to submit payroll.
- Employees are starting to submit the renewal enrollment forms for VSP – Vision Care for 8/1/2020 which due back by the end of June to verify their dependents.
- The 3 corrections to deductions were completed with the May 21<sup>st</sup> paycheck.
- Bene-care has reviewed the claims of one employee and any money owed to the district will be deducted from any payment due to the employee.
- My work schedule for the next two weeks will be: June 1, 2, 3, 5, 8, 9, 10 from 7:30 am till noon. I will not be in the office on June 12.

#### **PUBLIC INPUT SESSION**

- None

#### **SCHEDULED APPOINTMENTS**

- NO REPORT

#### **CAREER STAFF REPORTS**

- NO REPORT

#### **ASSOCIATION REPORT**

- NO REPORT

#### **OPERATIONS REPORTS**

### **CHIEF SESSLER**

Chief Sessler reported that Firefighter Sudore delivered a Rope Rescue training last week to the groups. Thanks to him for a great job done. He has 1 more session next month as an annual refresher

Chief Sessler & Commissioner Warth are reviewing the County CARES act funding - FEMA funder of last resort

Chief Sessler is looking for approval of GO 397, Civil Unrest Plan.

The district has moved forward with Phase 2 COVID transition – An update was emailed out today

The new Engine Production should start next week (Chassis) on 6/11, the body work to begin ab out 6/26, with a completion about the end of August or early Sept.

Captain Quinlan is working on purchasing the needed equipment order for the new Engine 182 – The new hose order is approx.120 days out.

#### **Staff**

- N/A

### **ASSISTANT CHIEF MARINI**

- No Report

#### **SUB COMMITTEE REPORTS**

#### **Community Risk Reduction**

- No changes at this point. Car seats will resume in Phase 2.

## **COMMISSIONER REPORTS**

### **COMMISSIONER NAPOLI**

#### **Equipment/Apparatus**

- Engine 182 is in Buffalo for needed Engine repair which is covered under warranty. There was an engine oil leak and the engine indicated a "Over-Heating Engine". The diagnosis found a defective Head Gasket.
- T180 had its annual Truck/Ladder inspection last week at Churchville Fire Equipment.

### **COMMISSIONER WOLTZ**

#### **Building & Grounds**

Commissioner Woltz requested that Alliance Door Co. to properly repair overhead door #2 and to maintain all firehouse overhead doors, estimating not to exceed \$1,400.00.

### **COMMISSIONER ZAMPATORI**

- No Report

### **COMMISSIONER WARTH**

- Commissioner Warth reports that the Town-wide study is moving forward. An email from Paul Bishop to the working groups, looking to have a report out tentatively within the next week for comment. Then getting with the group together by the end of month, then with a group presentation to the public by mid of July. The process is progressing with a timeline.
- The Radio-transition in the firehouse has started with one unit installed, 2 units left.

#### **Budget/ Long Range Planning**

- No report.

#### **Town/County Meeting Updates**

- N/A

### **Executive Session**

- N/A

### **OLD BUSINESS**

- N/A

### **NEW BUSINESS**

- N/A

X	Motioned					Second						
MOTION	Warth	Napoli	Lipari	Woltz	Zampatori	Warth	Napoli	Lipari	Woltz	Zampatori	CARRIED	NOTES
Approve the minutes of the 05/18/20 meeting				X			X				Y	
Approval to properly audit and pay the bills as submitted on 06/01/2020		X							X		Y	
Approval of "GO-397" Civil Unrest				X			X				Y	
Approve Alliance Door for				X			X				Y	

Motion for Adjournment: Made by Commissioner Woltz

Second: Made by Commissioner Napoli

Time: 6:19pm

Respectfully Submitted,

**Commissioner M. Napoli**

Interim Secretary

**NEXT MEETING: Monday June 18th, 2020 at 6pm**