

## June 15, 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 15, 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	X	X
Napoli	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

#### TREASURER MARINI

Information below received on Weds, June 10, 2020

- Checks have been prepared for all invoices received to date for approval at your June 15th meeting. Any additional payments will be prepared on Monday, June 15<sup>th</sup>.
- Each employee and one retiree have received a notice of change of health care premium for August 2020, along with a listing of the current deductions that are authorized and a recommendation that they review their beneficiary forms and LODD packets for updates. A sample copy is attached.
- Received notification from Paychex that the account number error on their part has been corrected for our ACH account.
- The 2020 Budgeted Overtime has been expended during this payroll and the employees were notified on June 5<sup>th</sup>, 2020.
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- The wire transfer payment has been coordinated with CNB and final verification will be done phone on Friday.
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- A Promptax account as requested by NYS has been set up as all future NYS Withholding Tax payments will need to be submitted through their online service and Paychex has been notified to allow them to access this. Waiting for final confirmation from Paychex that they have coordinated their part as the deadline is June 22<sup>nd</sup>.
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- Waiting to hear from DMV regarding what information will be need to submitted to obtain a duplicate title for the 2003 Spartan vehicle.
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- Completed Chief Sessler's request to submit the certification of payroll to Monroe County Civil Service and it has been received with no discrepancies and our letter is attached.
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- Submitted a workers' compensation claim for a volunteer fire fighter and a request for reimbursement for a fire fighter returning to work.
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- Continued work with Bene-care to provide past reimbursement payments to the District for HRA accounts. Awaiting a final report of items needing documentation from various employees.
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- The payroll account balance has been verified for the June 18<sup>th</sup> payroll.
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- Updated the information for the June 15<sup>th</sup> submission and have provided Captain Thomas with a copy of the documents in the event that he needs to submit payroll.

#### **PUBLIC INPUT SESSION**

- None

#### **SCHEDULED APPOINTMENTS**

- NO REPORT

#### **CAREER STAFF REPORTS**

- NO REPORT

#### **ASSOCIATION REPORT**

- NO REPORT

#### **OPERATIONS REPORTS**

#### **CHIEF SESSLER**

- Chief Sessler requested purchase for 5/6 sets of turnout gear \$17k (\$16,167)
- Hose Testing is completed, we have the results for records (2 lengths failed)
- Chief Sessler forward photos of the new engine to the commission.
- Chief Sessler will be taking a webinar for a scheduling software company to learn more - might be beneficial
- Captain Thomas and Chief Sessler are reviewing updated plans for RMI Project behind Wambachs on Culver Rd.
- Chief Sessler mentioned to the BOC that SO10 is returning back to the fire house from Barnard.
- RFF Nicosia still doing well in the RFFT program - We're receiving weekly reports from the class administrator
- Monroe County has discontinued the weekly COVID calls
- Monroe County hasn't had any meetings on radio project
- There have been no updates to the County CAD project.

#### **Staff**

- N/A

#### **ASSISTANT CHIEF MARINI**

- No Report

#### **SUB COMMITTEE REPORTS**

#### **Community Risk Reduction**

- Car Seat Installations have started up again
- E Ridge High School Event - Drive through gown pickup in the parking lot

## **COMMISSIONER REPORTS**

### **COMMISSIONER LIPARI**

#### **Personnel/ Misc.**

- Commissioner Lipari has had a discussion with Treasurer Marini in regards to acquiring a District Secretary/Deputy Treasurer.

### **COMMISSIONER NAPOLI**

#### **Equipment/Apparatus**

- Engine 182 was out for repair, again. The turbo and the DEF filter were replaced.
- T180 had a DEF tank level sensor that needed to be replaced. Rosenbauer mailed the part, free of charge, and Floyd Service installed the part.

### **COMMISSIONER WOLTZ**

#### **Building & Grounds**

- No Report

### **COMMISSIONER ZAMPATORI**

- Commissioner Zampatori inquired about adding additional Career Firefighters on or about Jan 2021.

### **COMMISSIONER WARTH**

- Commissioner Warth reports that a draft of the "Statistics" from the Town wide study was review by himself, Comm Lipari, Chief Sessler, & Captain Thomas.

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

- No report.

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

- N/A

#### **Executive Session @ 6:29pm – 6:50pm**

- Motioned by Commissioner Lipari, seconded by Commissioner Warth to discuss personnel matters

#### **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 06/01/20 meeting			X				X				Y	
Approval to properly audit and pay the bills as submitted on 06/15/2020			X							X	Y	
Approve 5/6 Sets of Turnout Gear not to exceed \$17k			X							X	Y	
Motion to Create a Secretary/Deputy Treasurer Position for the Ridge-Culver Fire District			X				X				Y	

Motion for Adjournment: Made by Commissioner Lipari

Second: Made by Commissioner Zampatori

Time: 6:52pm

Respectfully Submitted,

**Commissioner M. Napoli**

Interim Secretary

**NEXT MEETING: Monday July 6th, 2020 at 6pm**