

September 14, 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 Sept 14, 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	X	
Zampatori	X	
Others	Present	
Chief Sessler	X	
Assistant Chief Marini	X	
Captain Thomas / Captain Quinlan	Not in Attendance	

Refer to **New Business** section for:

- Previous meeting minutes approval
- Audit and pay present bills

CORRESPONDENCE REPORT

- No Report

TREASURER REPORT

TREASURER MARINI

Information below received on Friday, Sept 11, 2020

- The August 13 and 27 and September 10 payroll were processed. Payments associated with anniversary dates have been completed for several employees during those pay periods. Explorer Advisors added to payroll system, new hire documents have been sent out and received back.
- A letter to the Commissioners has been received expressing interest in possible employment, a copy is attached.
- The estimate invoice for the 2021 NYS Retirement has been received and a copy is attached and the option of prepayment in 2020 is available with a slight cost savings.
- CSL Plasma donated cloth masks for the career staff and they were received 9/11/2020.
- A draft Legal Notice for the public hearing (Tues. Oct 13th, 2020) on the budget is attached for review by the Board.
- We have received notification of a price increase from our payroll processing company of approximately \$38.00 per month which was effective beginning August 2020.
- Checks have been prepared for all invoices received to date and any additional checks will be prepared on Monday, prior to your September 14th meeting.
- Gotham Safety and Loss Prevention completed the IC Rule 59 consultant report and it has been submitted and acknowledged by Megan Beauchemin of NYS Department of Labor. The Board of Commissioners should act to accept the report for the District. A copy of the report is on Commissioner Warth's desk and a copy of previously emailed to the Commissioners.
- Summary of research and information received from McNeil regarding LOSAP point records for 1 fire fighter from 2003-2008 to ensure that the 2008 points were properly awarded and process to follow.
- Information has been submitted to DMV obtain a duplicate title for the 2003 Spartan vehicle and they indicate that they do not issue titles for special vehicles. Spartan has been contacted to request assistance with obtaining a duplicate certificate of origin.
- The Annual Medicare Part D Disclosure which is due by October 1, 2020 has been completed and submitted online as required.
- A new price plan has been processed for our cellular phone plan as the previous State Contract had expired, which should result in a slight savings for some of the lines.
- The payroll forms for the September 21st payroll submission will be completed and a copy provided to Captain Thomas in the event that he needs to submit payroll.

- The final 2020 quarterly health insurance invoice has been received and an ACH payment will be processed on September 26th. Funds have been transferred to cover this expense.
- The 2020 Pierce truck has been added to the insurance coverage.
- A draft Payroll Calendar for 2021 is attached for the Commissioners' review.
- Documents associated with the 2020 Annual Fire District Election are updated for adoption in October.
- An update from Bernard P Donegan's office has been received and a copy is attached.
- Webinars completed: Managing your Budget in Times of Fiscal Stress and Fraud Prevention and Detection (NYS Comptroller) and Navigating Service Award Point Systems (McNeil).
- Webinars scheduled: OSC Basic Accounting School (10/14-16/20) and OSC Advanced Accounting School (9/29-30/20)
- Our routine Month-End Collateral Statement has been received for our Canandaigua National Bank & Trust Accounts.

PUBLIC INPUT SESSION

- None

SCHEDULED APPOINTMENTS

- Newly approved Volunteer Firefighter, Dillon Harter, met with the BOFC.

CAREER STAFF REPORTS

- No Report

ASSOCIATION REPORT

- Joe Campanella informed the board that the Town of Irondequoit will not allow the "Memorial Block Walk" in the Irondequoit Cemetery. He is looking at possibly re-locating it on the Ridge-Culver property.

OPERATIONS REPORTS

CHIEF SESSLER

- Chief Sessler requested that Assist. Chief Marini along with the 1C28 vehicle to Paratech University class 9/23 9/24 in Harrisburg, Pa. Cost for the program approx. \$450
- New 182 project update: Truck arrived – the groups checked it over, the truck is paid in full and is insured, The truck committee have met to lay out the cabinets for the equipment, the truck is back at Churchville for tool mounting and custom work. Then the truck will go to Skywave for radio and repeater install next week.
- The department attended the 9/11 Ceremony held at Town/IPD
- Chief Sessler requested to purchase a drum of Smoke Machine Fluid - \$1460 for training.
- A request to purchase 90 Sheets OSB plywood (1-pallet) for training from Mathews and Fields \$1909.80.
- A request to purchase Positive Pressure Fan – from Churchville Fire Equipment for \$2589.75
- A request to purchase the TFT "Showflow"- from TFT - (In the 2020 budget \$1700) - \$1628.50
- A request to purchase a Honda EU2200 (2200Watt generator) from Tele-Lite for \$1,009.00
- Still working on FEMA reimbursement – Going through various submittal forms
- The Bryx Video shoot at the fire house went well – They were very appreciative
- Received some cloth face masks from CSL Plasma - Capt. Thomas will distribute them upon request.
- Chief Sessler will be attending the CFCNYS in Syracuse 9/15 - 9/16/2020
- Postponed Lt Boehl's FLSTP trip due to COVID – Will look at next year(2021)
- Chief Sessler reports that the 3 new members in training are going well – Another new member just joined and another possible 2 to join.
- No responses from FF Ramos or FF Sosa after letters were sent.

Staff

- N/A

ASSISTANT CHIEF MARINI

- Assistant Chief Marini will be attending a 2-day class at Paratech University in Harrisburg, Pa. on 9/23-9/24/2020

SUB COMMITTEE REPORTS

Community Risk Reduction

- Rec'd \$2,900 grant from Governor's traffic safety committee for child safety seats (Thanks to Captain Thomas).

COMMISSIONER REPORTS

COMMISSIONER LIPARI

Personnel/ Misc.

- Commissioner Lipari and Treasurer Marini had been in contact with Patti English with the Civil Service Office regarding the details and qualifications involved with hiring a district Secretary/Deputy Treasurer.

COMMISSIONER NAPOLI

Equipment/Apparatus

- Commissioner Napoli submitted to the board a request to refurbish the Rosenbauer engine (E182) The estimate is for \$11K with Rosenbauer providing for \$8K. Rosenbauer would cover any of the corrosion/oxidation on the truck and Hawk Frame & Axel would paint the entire cab of the truck from the roof line down.

COMMISSIONER WOLTZ

Building & Grounds

- Commissioner Woltz report that the kitchen refrigerator that wasn't working last month is now freezing up.

COMMISSIONER ZAMPATORI

- No Report

COMMISSIONER WARTH

- Commissioner Warth presented to the board a preliminary outline of the proposed 2021 budget.

Budget/ Long Range Planning

- No report.

Town/County Meeting Updates

- N/A

Executive Session @ 8:28pm – 8:58pm

- Motioned by Commissioner Napoli, seconded by Commissioner Warth to discuss personal 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 08/03/20 meeting			X						X		Y	
Approval to properly audit and pay the bills as submitted on 09/14/2020			X						X		Y	
Approve AC Marini to attend Paratech University on 9/23&9/24		X						X			Y	
Approve the report sent to Gotham Safety & Loss Prevention			X							X	Y	
Approve the purchase of "Smoke Machine Fluid" for training not to exceed \$1,500.00					X		X				Y	
Approve the purchase of 90 sheets of plywood for training from Matthew & Fields Lumber for a cost of \$1,909.00					X		X				Y	
Approve the purchase of a Positive Pressure Fan for T180 for a cost of \$2,589.00					X		X				Y	
Approve the purchase of a "ShowFlow" from TFT at a cost of \$1628.50					X			X			Y	
Approve the purchase of Honda 2200Watt generator at a cost of \$1,009.00			X							X	Y	
Approve the restoration of the Rosenbauer Engine at Hawk Frame not to exceed \$6k					X			X			Y	

Motion for Adjournment: Made by Commissioner Zampatori

Second: Made by Commissioner Lipari

Time: 8:59pm

Respectfully Submitted,

Commissioner M. Napoli

Interim Secretary

NEXT MEETING: Monday September 28th, 2020 at 6pm