

December 21, 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 December 21, 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	Not Present	
Captain Thomas	X	
Captain Quinlan	X	

Refer to **New Business** section for:

- Previous meeting minutes approval
- Audit and pay present bills

CORRESPONDENCE REPORT

- “Intent to Retire” letters from FF Rizzo (2/25/20) & FF Lamendola (5/30/20)

TREASURER REPORT

TREASURER MARINI

Information below received before December 21, 2020

Treasurer Marini was not present at the BOC meeting.

Action items:

1. An estimate is available related to anticipated payroll costs and routine expenses through February 15th that will be needed until the 2021 tax payment is received from the Town of Irondequoit. Treasurer Marini will include the budgeted reserve transfers and will complete which the BOC will authorize at the end of year meeting on 12/30/20.

Informational items:

1. Received a notice from Utica National Insurance that they have collected the full cost of damages from the 10/31/2020 vehicle accident and will be reimbursing the District the deductible paid for the repairs in the next week or so.
2. Working with District Secretary Riesenberger to transition duties and training on processing payroll.
3. Invoice from Bene-care for next quarter's health insurance coverage which is due on 12/27/2020 for the period of 1/1/2021 – 3/31/2021. Awaiting details from Excellus for the credit for dental insurance due to COVID, which is a lump sum, partial month credit to calculate employees' share of the credit.

4. The implementation process has been started with Bene-care for our additional HR services authorized by the Board.
5. The December 17th payroll was submitted by District Secretary Riesenberger. Treasurer Marini will be preparing the forms for the December 31st payroll and there will be upcoming anniversary date payments for the next 2 payrolls. Copies will be provided to Captain Thomas and District Secretary Riesenberger for submitting payroll on 12/28 – Treasurer Marini will be available by phone if questions arise, during her holiday vacation.
6. Transfers will be done from the General Fund Savings for the and regular invoices today and for the health insurance invoice next week.
7. The debt & interest payment due 12/15/2020 was processed on 12/14/2020.
8. Confirmation has been received that the NYS Retirement invoice was credited to the District's account on 12/15/2020.
9. The IMA with Monroe County has been submitted along with our ACH authorization for direct deposit of any reimbursement for the CARES Act.
10. Churchville Insurance has requested documentation to verify 4 vehicles VIN's that were incorrectly entered on our policy and the documentation has been submitted.
11. Checks have been prepared for all invoices received to date for your December 21st meeting.
12. Contacted Civil Service regarding the status on the Form 222 for the part-time District Secretary position. The District Secretary will submit his qualifications for approval by the Civil Service office upon approval of the job description.
13. Will continue to update the Board as the LOSAP corrections are being calculated.

PUBLIC INPUT SESSION

- None

SCHEDULED APPOINTMENTS

- No Report

CAREER STAFF REPORTS

- No Report

ASSOCIATION REPORT

- No Report

OPERATIONS REPORTS

CHIEF SESSLER

- Operations
 - The GMU writing program added an early registration discount, so each registration is \$393.00 less expensive for the District. This will save about \$800. The total cost of the classes for both Chief Sessler and Lt. Metcalfe will be \$4,464.00
 - The Rosenbauer engine is back from Hawk Frame & Axle. Crews restocked it and it's in service, awaiting decals from Southpaw.
 - We are determining what final equipment and hose will go with the Crimson when it's sold as well as surplus hose. There are 29 rolls that should be surplus – APPROVED.

- The old Crimson engine is being listed with “ADK Fire Equipment” and Capt Quinlan working with them to get it listed.
- Treasurer Marini, Secretary Riesenberger and Chief Sessler met with NGFD BC Joe Lissow to review their experiences with the ESO scheduling software.
- General Order #009 LOSAP has been revised and presented.
- General Order #166 Firehouse Support R1 was presented.
- General Order #250 Explorer Program - APPROVED
- General Order #251 Explorer Adult Leadership - APPROVED
- Community Risk Reduction (Fire Prevention) & Fire Explorers
 - The Explorer information night was a success, great work to the committee. Looking like 6 to 10 interested youth members interested in joining our post. Looking at an organization meeting in January.
 - The “Goodnight Lights” at Strong Hospital has been a huge success and will wrap up for the season this week. Thanks to all who have participated.
- Staff
 - FF Anthony Attoma has been cleared to drive Rescue 188.
 - We have one new member who has tested positive for COVID-19 and has been sent home to quarantine for two weeks as recommended by the Medical Director.

ASSISTANT CHIEF MARINI

- No Report

COMMISSIONER REPORTS

COMMISSIONER LIPARI

- **Personnel/ Misc.**
 - We have been working on interviewing new career firefighter candidates and thank all who assisted in the process.
 - Three new Career Firefighters have been offered positions with the RCFD and two have accepted the positions..

COMMISSIONER NAPOLI

- **Equipment/Apparatus**
 - No Report

COMMISSIONER WOLTZ

- **Building & Grounds**
 - No Report

COMMISSIONER ZAMPATORI

- No Report

COMMISSIONER WARTH

- **Town/County Meeting Updates**
 - We met with Laurelton FD last week and the town wide study process is still being discussed.
 - The end of year RCFD Commission meeting will be 12/30 @ 6pm.
- **Budget/ Long Range Planning**
 - No Report

OLD BUSINESS

- No Report

NEW BUSINESS

- Motions made on the following table

X	Motioned					Second					CARRIED	NOTES
	Warth	Napoli	Lipari	Woltz	Zampatori	Warth	Napoli	Lipari	Woltz	Zampatori		
MOTION												
Approval to properly audit and pay the bills as submitted on or before 12/21/2020					X		X				X	
Approve the minutes of the 12/7/20 meeting			X				X				X	
Approval the motion to surplus 29 lengths of hose to be either destroyed, give away or sold with the Crimson engine.			X				X				X	
Approval of General Order #250 Explorer Program & General Order #251 Explorer Adult Leadership					X		X				X	
Approval to hire Patrick Oliveri (badge #125) and Victor Pacheco (badge #126)			X				X				X	

Executive Session @ 6:17pm – 6:52pm

- Motioned by Commissioners Warth to discuss personnel matters.

Motion for Adjournment: Made by Commissioner Lipari
Second: Made by Commissioner Napoli
Time: 6:56pm

Respectfully Submitted,
Rodd Riesenberger
District Secretary

NEXT MEETING: Wednesday December 30th, 2020 at 6pm
December 21, 2020