

## **July 18, 2022**

The regularly scheduled meeting of the Board of Fire Commissioners of the Irondequoit Fire District was held at the Empire Boulevard Firehouse, 405 Empire Boulevard, in the Town of Irondequoit on July 18, 2022. The meeting was called to order at 6:30pm by the Chairperson (noted below) who then led the pledge.

### **Attendance:**

<b>Commissioner</b>	<b>Present</b>	<b>Chairperson</b>
Ingersoll	X	
Lipari	X	
Turner	X	
Warth	X	X
Zampatori	NOT PRESENT	
<b>Others</b>	<b>Present</b>	
Chief Sessler	X	
Deputy Treasurer Marini	X	
Administrator Mastin	X	
District Secretary Riesenberger	X	

Refer to **New Business** section for:

1. Previous meeting minutes approval.
2. Audit and pay present bills.

### **Correspondence Report**

1. IFD P&L Statement
2. IFD Deposit Detail
3. The Daily Record Proof for newspaper publication for 7/18 meeting change
4. The Daily Record Affidavit of Publication for 7/18 meeting change
5. NYS Comptroller IFD acknowledgement
6. FASNY Trustee, Michael Lapinski endorsement request
7. M&T Bank Month-End Collateral Statement
8. Town of Irondequoit Planning Board Public Hearing notification.
9. Letter from the Town of Irondequoit Assessor, noting the assessed taxable valuation for 2023.
10. Money Due list and letter from BeneCare.
11. Notices from Excellus on Health Insurance rate changes
12. Notice from Excellus with Dental Insurance premium rate changes.
13. RCVFA letter for Admin Office access.

### **Treasurer Report**

#### **Treasurer Marini**

Action items:

1. Seeking approval for all college degrees that have been or will be submitted to be approved for payment per the CBA - **APPROVED**.

2. Determination if the district will offer a medical Flexible Spending Account for vision, dental and over-the counter medications that will be funded by the individual employee. A dependent care Flexible Spending Account is also an option - **APPROVED**.
3. The 2% monies have been received for the Ridge Culver Fire District and checks prepared for the RCVFA and career firefighters per the agreement reached by the two groups. Per the accountant these checks are written on the Ridge Culver accounts and Commissioner Zampatori will need to sign them.
4. Clarification on the previously approved holiday hours for the District Secretary and Deputy Treasurer. The Board clarified that the two part-time administrative staff will receive ten (10) 4-hour holidays per year, totaling forty (40) hours.

Informational items:

1. Open Enrollment for employees and retirees for the 8/1/22 renewal period and meetings will be held on 8/19, 20, 21 & 22/22 - two of the meetings will be during the afternoon and two of the meetings will be in the evening.
2. The file folders for checks (burgundy) and reports (yellow) are in the top drawer of the beige 2-drawer filing cabinet next to Patti's desk.
3. Checks have been prepared for some invoices received as of July 11, 2022. Any additional checks will be prepared on July 18<sup>th</sup> for the meeting.
4. Payrolls submission for June 30<sup>th</sup> and July 14<sup>th</sup> were prepared by DS Riesenberger and were reviewed by DT Marini. Fund transfers were completed for both transactions.
5. A dispute has been filed on DS Riesenberger's Ridge Culver credit card for an unauthorized charge - the account has been closed and a fraud investigation has been initiated.
6. The bank reconciliations will be completed for all the RCFD, LFD and IFD for the period ending June 2022 for review at the meeting.
7. Status of Certificates of Deposit for the following accounts:
  - a. Equipment Reserve Account (RCFD fund) \$490,626.35 for 90 days - matures on 9/6/22
  - b. General Fund Savings \$3,000,000.00 for 90 days - matures on 9/6/22
  - c. General Fund Savings \$1,000,000.00 for 61 days - matures on 8/8/22
  - d. General Funds Savings \$250,000.00 for 30 days - matured on 7/8/22 and the funds were transferred to the General Fund Savings account
8. A Budget vs. Actual report for the IFD will be available at the meeting.
9. The RCFD LOSAP payments are continuing, and a July 31<sup>st</sup> deadline will result in a check being sent to us for any additional distributions for those who has not submitted their claim form. Sean Hucko has been contacted as to how the funds need to be held and what accounting records should be maintained.
10. **Thank you to Ron Ange** for volunteering his time in the Administration office, filing member folders.

### **Public Input Session**

- None

### **Scheduled Appointment**

- None

### **Career Staff/Union Report**

- No Report

### **Associations report**

#### **Laurelton Volunteer Fire Association**

- No Report

#### **Ridge-Culver Volunteer Fire Association**

- The RCVFA chair officers would like to request access to the Administrative Office to use the computer for Association business - **APPROVED**.

### **Operations report**

#### **Chief Sessler**

##### Operations:

1. Seeking approval for two General Orders (GO), #821 EMS Response Procedures and #897 EMS QA/QI R1 as presented - **APPROVED**.
2. Captain Thomas was again able to fix the front sign at the Culver Road Station.
3. The Laurelton Fire Association would like to purchase a utility/landscape trailer for their use and would like the RCVFA and the IFD to share the cost as well as a place to store the trailer - **NOT APPROVED**.
4. Thanks to Rodd for helping with group changes - in the end everything equaled zero time lost or gained
5. We broke a wheel on the MCSOU boat trailer, The Fire Bureau was notified, and we fixed it.
6. Chief approved rope rescue equipment for \$2500 from DiVal.
7. The Culver Rd office project is moving forward: we received a GLA quote and LaBella quote for the scope of work. When that is done, we will bid it out.
8. The old 168 may possibly have a buyer from Indiana. Bob Floyd will be coming to look it over and assure its operating properly.
9. Seeking approval for the old fuel tank at the Empire Station to be surplussed. We will be accepting sealed bids for sale - **APPROVED**.

10. The Alpine/RedAlert annual maintenance program is approaching renewal. We are not really using this software any longer and do not believe we need to renew it - **APPROVED to not renew.**
11. Requesting to purchase new turnout gear for the new firefighters. Cost not to exceed \$20,000 - **APPROVED.**
12. Requesting to purchase new structural firefighting boots for the new firefighters. Cost not to exceed \$1,800 - **APPROVED.**
13. Requesting to purchase new structural firefighting helmets for the new firefighters. Cost not to exceed \$1,900 - **APPROVED.**

#### **CRR/FP**

1. Smoke Detector Installations and the car seat program continues to be busy and remarkably successful.

#### **Staff**

1. FF Pat Oliveri is a Army Reservist and likely to deploy in January through November.
2. Phil "Quin" Sladden has been hired as a full-time firefighter by the Barnard Fire District and has resigned as an IFD active volunteer firefighter.
3. New volunteer firefighters have been properly vetted and voted into our respective Fire Associations. These members are interested in becoming active firefighters with the IFD.

Name                      Badge

- |                            |     |                 |
|----------------------------|-----|-----------------|
| a. Leon Furan (RCVFA)      | 463 | <b>APPROVED</b> |
| b. Giancarlo Mendez (LVFA) | 464 | <b>APPROVED</b> |
| c. Nicole Alvarado (LVFA)  | 465 | <b>APPROVED</b> |
| d. Lucas Toohey (LVFA)     | 466 | <b>APPROVED</b> |

4. New career firefighters have been interviewed and are being submitted for approval. Their start date will be August 1, 2022.

Name                      Starting Step

- |                            |                          |                 |
|----------------------------|--------------------------|-----------------|
| a. Dan Scanlon (transfer)  | Step 5 (benefits step 3) | <b>APPROVED</b> |
| b. James Cullen (transfer) | Step 2 (benefits step 2) | <b>APPROVED</b> |
| c. Jay Riesenberger (new)  | Step 1                   | <b>APPROVED</b> |
| d. Tanner Ross-Barco (new) | Step 1                   | <b>APPROVED</b> |
| e. Jack Duncan (new)       | Step 1                   | <b>APPROVED</b> |

5. Seeking approval to hire Lt Steve Sinaguglia for part-time fire prevention position - **APPROVED.**

## **COMMISSIONER REPORTS**

### **COMMISSIONER INGERSOLL (Capt. Boehl)**

#### **Buildings & Grounds / LVFA Association Liaison**

- We are working the electronic sign at the Empire Station.
- Davis Ulmer will be coming to the Culver Station to repair the sprinkler system on Friday.

### **COMMISSIONER LIPARI**

#### **Personnel / Insurance**

- Discussion regarding the hiring firefighters as noted in the Chief's report.

### **COMMISSIONER TURNER**

#### **Personnel / Public Relations / Long Range Planning**

- No Report

### **COMMISSIONER WARTH**

#### **Budget / Town & County Meetings**

- We had a follow-up meeting with the Town Supervisor regarding the Irondequoit Ambulance proposal and endorsement for their own tax district. We will also be meeting with the Acting Chief at Saint Paul FD prior to any endorsement.

### **COMMISSIONER ZAMPATORI**

#### **Equipment/Apparatus/RCVFA Association Liaison**

- No Report

#### **Old Business**

- No Report

#### **Executive Session @ 7:42pm - 8:40pm**

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

#### **New Business**

- All motions noted on the following table.

<b>X</b>	<b>Motioned</b>					<b>Second</b>						
MOTION	Ingersoll	Lipari	Turner	Warth	Zampatori	Ingersoll	Lipari	Turner	Warth	Zampatori	CARRIED	NOTES
Approval of the minutes of the 6/20/22 meeting			X			X					X	
Approval to properly audit and pay the bills as submitted on or before 7/18/2022	X						X				X	
Approval for four new volunteer firefighters as presented above.	X							X				

X	Motioned					Second						
MOTION	Ingersoll	Lipari	Turner	Warth	Zampatori	Ingersoll	Lipari	Turner	Warth	Zampatori	CARRIED	NOTES
Approval for all college degrees that have been or will be submitted to be approved for payment per the CBA.	X						X				X	
Approval for the district to offer a medical Flexible Spending Account (FSA) for vision, dental and over-the counter medications, as well as a dependent care (DCAP) account. The individual employee will fund these accounts.			X				X				X	
Approval for 11 RCVFA Executive Board members request to access the Administrative Office to use the computer for Association business.											X	
Approval for two General Orders (GO), #821 EMS Response Procedures and #897 EMS QA/QI R1 as presented.		X				X					X	
Approval for the old fuel tank at the Empire Station to be surplussed.	X							X			X	
Approval to hire Lt Steve Sinaguglia for part-time fire prevention position.		X				X					X	
Approval to hire five career firefighters with a start date of August 1, 2022.		X				X					X	
Approval to purchase new turnout gear for the new firefighters. Cost not to exceed \$20,000.		X						X			X	
Approval to purchase new structural firefighting boots for the new firefighters. Cost not to exceed \$1,800.	X							X			X	
Approval to purchase new structural firefighting helmets for the new firefighters. Cost not to exceed \$1,900.		X				X					X	

Motion for Adjournment: Made by Commissioner Lipari  
 Second: Made by Commissioner Turner  
 Time: 8:44pm

Respectfully Submitted,  
**Rodd Riesenberger**  
 District Secretary

**NEXT MEETING: Monday, August 1, 2022 at 6:30pm**