

August 1, 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 August 1, 2022. The meeting was called to order at 6:30pm by the Chairperson (noted below) who then led the pledge.

Attendance:

Commissioner	Present	Chairperson
Ingersoll	X	
Lipari	X	
Turner	X	
Warth	X	X
Zampatori	X	
Others	Present	
Chief Sessler	NOT PRESENT	
Captain Metcalfe	X	
Deputy Treasurer Marini	X	
Administrator Mastin	NOT PRESENT	
District Secretary Riesenberger	X	

Refer to **New Business** section for:

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

Correspondence Report

1. Monroe County Human Resources
2. Association of Fire Districts of the State of NY newsletter
3. Letter from Harris Beach regarding bonds
4. Letter from Thomas Landscape
5. Received architecture bids from GLA & LaBella
6. Anonymous letter of policy concern

Treasurer Report

Treasurer Marini

Action items:

1. None

Informational items:

1. Open Enrollment completed for employees, new hires, and retirees.

1. Checks have been prepared for invoices received as of July 29, 2022. Any additional checks will be prepared on August 1st for the meeting.
2. Payrolls submission for July 28th were prepared by DS Riesenberger and were reviewed by DT Marini. Fund transfers were completed for both transactions.
3. The bank reconciliations for the period ending June 2022 have been completed and are available for review.
4. 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

and the majority will be put in the General Fund Savings for payroll, health insurance and monthly bills.
5. A Budget vs. Actual report for the IFD will be available at the meeting.
6. Letter from Harris Beach regarding the LFD bonds will be available for your review at the meeting.
7. The RCFD LOSAP payments are continuing to be processed and we are down to under 7 individuals.
8. We received another anonymous letter from a concerned party regarding LFD/IFD minutes not being posted on the Laurelton web page. That page is not owned by the former district, nor the IFD and is for their Association purposes. The district has no obligation to post minutes on a website that it doesn't own.

Public Input Session

- None

Scheduled Appointment

- None

Career Staff/Union Report

- No Report

Associations report

Laurelton Volunteer Fire Association

- President Sanfilippo addressed the BOFC about a possibility of adding a fence to the east side of the Empire Fire Station to create a picnic area. Some discussion was had and tabled.

Ridge-Culver Volunteer Fire Association

- No Report

Operations Report

Chief Sessler

Operations:

1. Thank you to the Fire District for the 20th anniversary lunch last week, and to the group for the wonderful plaque!
2. All 5 new hires have completed their physicals, background checks, and admin paperwork and have begun working today. Civil service has approved all five 330 forms as well. The new members were introduced and welcomed by the BOFC.
3. Patty English also sent a letter (which might have already been covered) that Patti Marini has successfully submitted our annual payroll with no discrepancies, nice work Patti!
4. I reached out to Fishers about purchasing FF Scanlon's gear. One set is 4 years old they are offering it to us for \$1750 which I authorized. They have a brand-new set coming for him, but they want to see if the replacement hire fits it. If they do NOT, they're going to offer us that set as well. Need a motion to approve that purchase IF it happens. CNTE \$4500 - **APPROVED**.
5. Thanks to Lt Josh Mastin for coordinating our response to the RPD funeral services.
6. We added 5 users to Target Solutions and Crew Sense (with added cost) for the new hires.
7. Had Pete Weishaar draft a hold-harmless agreement that the Strong ED Nurses will sign prior to participating in the auto extrication event at Empire on 8/26.
8. We had one recommendation from the Utica National walkthrough several weeks ago. That was to get replacement hydraulic calculations plates for the sprinkler system at Culver Rd. Captain Boehl had this done when Davis Ulmer was here and I have submitted proof of completion to Utica National already, so it's all wrapped up.
9. Lt Jim Mastin is looking into an environmental review notice we got from the SAFER grant admin. LFD had put in for a Safer Grant last year. We're unsure what the status of that is given the merge, but we're looking into it.

10. Many of our uniform shirts are in - Captain Muster brought them in last week - still waiting on some specific sizes which are on back order - they're also working on production of the pullovers for fall.
11. Rodd has info on the office project. The 2 proposals are a bit different; he'll explain. Due to the differences in architectural bids, we will be reevaluating the process and make it simpler.
12. As an FYI and interesting note: Arlington Fire District reported that their County Exec is agreeing to share 3 million in sales tax revenue. The districts went to the Exec and asked why they were not included in revenue sharing and, in the end, AFD got 300k. They have 39 departments who all had to apply for it get it. It wasn't as simple as it sounds here, but it did happen. It might be something for district officers to consider pursuing.

CRR/Explorers

1. No report

Staff

1. One career firefighter is out on an off-duty injury and is expected to be back in the next few weeks.

Commissioners Report

Commissioner Ingersoll (Capt. Boehl)

Buildings & Grounds / LVFA Association Liaison

- Still working on prices to replace the electronic sign in front of the Empire station.

Commissioner Lipari

Personnel / Insurance

- Welcome to the five new employees.

COMMISSIONER TURNER

Personnel / Public Relations / Long Range Planning

- Working on a newsletter that can be published on the website to better keep the public informed of their prior year tax increases and what the IFD is doing about it.

COMMISSIONER WARTH

Budget / Town & County Meetings

- We are working on the new 2023 budget.

COMMISSIONER ZAMPATORI

Equipment/Apparatus/RCVFA Association Liaison

- The old 168 is running well and ready to sell.

Old Business

- No Report

New Business

- All motions noted on the following table.

X	Motioned					Second						
MOTION	Ingersoll	Lipari	Turner	Warth	Zampatori	Ingersoll	Lipari	Turner	Warth	Zampatori	CARRIED	NOTES
Approval of the minutes of the 7/18/22 meeting	X						X				X	
Approval to properly audit and pay the bills as submitted on or before 8/1/2022					X			X			X	
Approval to purchase a second set of new gear for FF Scanlon from Fishers FD for a cost not to exceed \$4,500.	X									X	X	

Executive Session @ 7:13pm - 7:36pm

- Motion by Commissioner Ingersoll and seconded by Commissioner Turner to go to executive session to discuss a personnel issue.

Motion for Adjournment: Made by Commissioner Lipari

Second: Made by Commissioner Zampatori

Time: 7:45pm

Respectfully Submitted,

Rodd Riesenberger

District Secretary

NEXT MEETING: Monday, August 15, 2022 at 6:30pm