

August 15, 2022

A Budget Workshop scheduled for 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 15, 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	NOT PRESENT	
Turner	X	
Warth	X	X
Zampatori	NOT PRESENT	
Others	Present	
Chief Sessler	X	
Captain Metcalfe	NOT PRESENT	
Deputy Treasurer Marini	NOT PRESENT	
Administrator Mastin	X	
District Secretary Riesenberger	X	

Correspondence Report

1. Letter from the RCVFA for building usage on 10/23.
2. Letter from Carol Loce request to use one of the large meeting rooms for a class on 10/23.
3. M&T Bank Month-End Collateral Statement.
4. Pinsky Law Group class announcement.
5. Received two letters of thanks from the public for fire responses. One contained a \$200.00 donation, which was forwarded to be split by both associations.

Treasurer Report

Treasurer Marini

Action items:

1. A donation in the amount of \$200.00 has been received. A determination of how these funds and any future funds should be distributed to the 2 associations.

Informational items:

2. Checks have been prepared for invoices received as of August 10, 2022.
3. The IFD credit card was not properly set up by First Bank. Many of the cards were not linked to the master billing account. You will note that there are several checks in the bills to be audited paying each of the individual cards. There are late fees associated with the payment, which need to be paid in order to bring the accounts current to allow them to be transferred to the billing account. I have spoken with Andrea at CNB and they will be requesting that the late fees and finance charges be refunded to our account once they are transferred over to the master billing account.

4. Payroll submission for August 11<sup>th</sup> regular and August 11<sup>th</sup> special run were prepared by DS Riesenberger and were reviewed by DT Marini. The special run was due to retirement not being taken out of the EMT pay for several individuals. Fund transfers were completed for both transactions.
5. The AUD for Ridge Culver is in its final stages. It was noted that when I pulled the energy charges for the AUD that we have not been billed by RG&E since last December. The meter readings were done, but due to a glitch in their billing system, no bills were generated. I have requested that our accounts be reviewed and am waiting for a response from them. The good thing is the lights are still on.
6. The required forms for the work-related injury on 8/9/2022 were completed today and sent to Fire Districts Mutual and a copy to Walsh.
7. Beneficiary forms will need to be completed by all staff and volunteers for the district provided insurance policies. They will be distributed for completion the week of August 22<sup>nd</sup>.
8. 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	\$250,000.00 for 30 days - matures on 9/7/22
d. General Fund Savings - matured 8/8/22	\$1,000,000.00 -- \$250,000.00 reinvested as noted in c. above and \$750,000.00 put in the general fund savings for upcoming payroll and expenses
9. A Budget vs. Actual report for the IFD will be available at the meeting.
10. The RCFD LOSAP payments are continuing to be processed and we are down to 3 individuals.

#### 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

- Request for Culver Road Firehouse large meeting room, kitchen, and parking lot for Chicken BBQ fundraiser on 10/23 - **APPROVED**.

## Operations Report

### Chief Sessler

#### Operations:

1. No Report

### CRR/Explorers

1. No report

### Staff

1. No report

## Commissioners Report

### Commissioner Ingersoll (Capt. Boehl)

#### Buildings & Grounds / LVFA Association Liaison

- No Report

### Commissioner Lipari

#### Personnel / Insurance

- No Report

### COMMISSIONER TURNER

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

- Discussion regarding donations sent to either Association for services rendered. It was decided that all donations to the IFD, outside of the respective association fund drive, would be split evenly between the LVFA & RCVFA.

### COMMISSIONER WARTH

#### Budget / Town & County Meetings

- Commissioner Warth presented the first edition of the 2023 proposed budget.

### COMMISSIONER ZAMPATORI

#### Equipment/Apparatus/RCVFA Association Liaison

- No Report

## 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 for the RCVFA to use the Culver Road Firehouse large meeting room, kitchen, and parking lot for Chicken BBQ fundraiser on 10/23/22.	X							X			X	

Motion for Adjournment: Made by Commissioner Ingersoll

Second: Made by Commissioner Turner

Time: 8:00pm

Respectfully Submitted,

[Rodd Riesenberger](#)

District Secretary

NEXT MEETING: Monday, September 12, 2022 at 6:30pm