

September 26, 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 September 26, 2022. The meeting was called to order at 6:30pm by the Chairperson (noted below) who then led the Pledge of Allegiance and moment of silence for Rochester Fire Department Firefighter Elvis Reyes, LODD 9/21/22.

Attendance:

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

Correspondence Report

1. First Bankcard: The fraudulent claim was substantiated and refunded to our account.
2. NYSLRS: 384-d Adoption Letter effective 5/16/22.
3. RG&E Inspection Notice.
4. Metrodata price increase notification
5. The Daily Record Affidavit of Publication

Treasurer Report

Deputy Treasurer Marini / Deputy Treasurer Riesenberger

Discussion/Action items:

1. There was some discussion regarding employee pay rates as to what should and should not be included in the hourly rate. It was confirmed that there are four pay rates as follows:
 - a. The "contractual rate" or "hourly rate" per the CBA. This rate is calculated by dividing the employee's annual salary by 2,184 hours worked in a year.
 - b. The "overtime rate" which is the above "hourly rate" times 1.5, until the overtime budget is exhausted then it reverts to the straight "hourly rate".
 - c. The "regular rate" noted by the Fair Labor Standards Act (FLSA) which is calculated by adding the employee's annual salary, plus EMT stipend, plus Professional Development Incentive (for that calendar year), plus Longevity Pay, plus health insurance buy back, divided by the

employee's annual salary by 2,184 hours worked in a year. The FLSA regular rate applies to pay out of compensation time and noted as "FLSA 1.0".

- d. FLSA overtime rate is calculated at the FLSA regular rate, times 1.5 and paid out for hours worked more than 212 in the defined 28-day period. This is noted as "FLSA 1.5".

- 2. The administrative staff will be conducting a payroll audit in the next couple of months to assure all employees have been paid in according to the law.

Informational items:

- 1. An estimated projection of funds for the remainder of 2022 is attached. It has been updated removing the retirement payments for RCFD and LFD at this time per the update we received from retirement.
- 2. Checks have been prepared for invoices received as of September 23, 2022, and any additional invoices will have checks processed prior to the September 26th meeting.
- 3. Payroll submission for September 22nd was prepared by DS Riesenberger and was reviewed by DT Marini. Fund transfers were completed.
- 4. I have been contacting RG&E regarding not receiving bills since 12/2021. I requested that new accounts be created for the Irondequoit Fire District in an attempt to have them provide us with the bill(s) for the Culver Road station that we have not received.
- 5. Status of Certificates of Deposit for the following accounts:
 - A. Equipment Reserve Account (RCFD fund) was reinvested until 12/30/22.
 - B. General Fund Savings was reinvested as follows: – (\$3,000,000.00):
 - 1. \$2,004,125.00 -- 12/5/2022
 - 2. \$500,000.00 -- 11/4/2022
 - 3. \$500,000.00 -- 10/6/2022
- 6. The Budget vs. Actual and deposit reports for the IFD will be available at the meeting.
- 7. The RCFD unclaimed LOSAP funds are supposed to be received today by FedEx and will be deposited upon receipt. I have been in contact with the Comptroller's office legal department to get answers on what needs to be done to distribute these funds. Pat Ryan, assistant counsel will be getting back to me.
- 8. The update Abstract was picked up on 9/13/22 and put in the safe deposit box at CNB.

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

- No Report

Operations Report

Chief Sessler

Operations:

1. The NYS Health Care Worker Bonus (HWB) has been reviewed and determined that it does not pertain to the fire district employees.
2. The following General Orders were presented:
 - a. GO 250 Explorer Program
 - b. GO 251 Explorer Adult Leadership
 - c. GO 255 Explorer Ride Along Program
3. The following General Orders were presented and **APPROVED**:
 - a. GO 061 Live Fire Training (Coming up in 2 weeks)
 - b. GO 308 Exhaust Removal System
 - c. GO 320 District-Owned Vehicle Accidents
 - d. GO 321 Accident Reporting Forms and Documentation Requirements
 - e. GO 322 Post Accident Investigations
 - f. GO 323 Accidents Involving Mutual Aid Vehicles
4. We are working with Saint Paul FD and West Webster on IMAs for use of our air cylinder filling system.
5. Chief Sessler had a meeting with the Town to update the Emergency Plan.
6. We are providing fill-ins for the RFD funeral detail on Wednesday.
7. We are working on shrinking the digital pager bill and turning off most of them by the end of the month.
8. We have received the annual service agreement from Britestar.

CRR/Explorers

1. We will be sending an engine to Eastridge for their Homecoming Parade on 10/1.

Staff

1. We interviewed five new volunteers last Monday and they are all proceeding to their respective Associations for membership election.
2. We have received a resignation letter from VFF Jonathan Heier.

Commissioners Report

Commissioner Ingersoll

Buildings & Grounds / LVFA Association Liaison

- Still working with Captain Boehl is working a snowplow contract for this winter. Commissioner Zampatori will work with him to come up with a solution.
- The water heater at the Empire station was replaced.
- Ceiling fans were all installed in the bunkroom.
- Working with the grant process to replace lighting at Culver Station with LEDs.

Commissioner Lipari

Personnel / Insurance

- Discussion regarding the RG&E bill being still being switched from RCFD to IFD.

Commissioner Turner

Personnel / Public Relations / Long Range Planning

- No Report

Commissioner Warth

Budget / Town & County Meetings

- Discussion and final presentation of the current proposed 2023 proposed budget - **APPROVED.**

Commissioner Zampatori

Equipment/Apparatus/RCVFA Association Liaison

- No Report

Old Business

- No Report

New Business

- All motions noted on the following table.

MOTION	Motioned					Second					CARRIED	NOTES
	Ingersoll	Lipari	Turner	Warth	Zampatori	Ingersoll	Lipari	Turner	Warth	Zampatori		
Approval of the minutes of the 9/12/22 meeting after amendments.	X						X				X	
Approval to properly audit and pay the bills as submitted on or before 9/26/2022		X				X					X	
Approval for the following General Orders: GO 061 Live Fire Training, GO 308 Exhaust Removal System, GO 320 District-Owned Vehicle Accidents, GO 321 Accident Reporting Forms and Documentation Requirements, GO 322 Post Accident Investigations, GO 323 Accidents Involving Mutual Aid Vehicles.				X			X				X	
Approval of the proposed 2023 budget.		X				X					X	

Motion for Adjournment: Made by Commissioner Ingersoll

Second: Made by Commissioner Lipari

Time: 7:46pm

Respectfully Submitted,

[Rodd Riesenberger](#)

District Secretary

NEXT MEETING: Monday, October 3, 2022 at 6:30pm