

November 7, 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 November 7, 2022. The meeting was called to order at 6:30pm by the Chairperson (noted below) who then led the Pledge of Allegiance.

Attendance:

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

Correspondence Report

1. CPA Understanding of Services
2. WWFD Cascade Agreement
3. Letter from concerned citizen

Treasurer Report

[Deputy Treasurer Marini / Deputy Treasurer Riesenberger](#)

Discussion/Action items:

1. No Report

Informational Items:

1. An updated estimate of expenditures is attached. The calculations include the first 3 payrolls in 2023 along with an estimate of operational expenses for January and part of February 2023 to pay all the necessary expenses until we receive the 2023 tax payment.
2. Checks have been prepared for invoices received by 11/3/22 and any additional invoices will be prepared prior to the 11/7 meeting. The mail delivery route has changed so we do not receive mail until after 2 pm.
3. Payroll for November 3, 2022 was prepared by DS Riesenberger and was reviewed by DT Marini. Fund transfers were completed on 10/31/2022.
4. A Budget vs. Actual report for the IFD will be available at the meeting.
5. The RCFD unclaimed LOSAP funds -- I have received an email with the remaining individuals' funds and the balance that is left over from prepayment for unvested individuals and interest earned. The comptroller's office indicated that I should work with the District's attorney to determine how the

distribution may take place. I was contacted by the beneficiary of our deceased participant who indicates they have a final cause of death and will be submitting a copy of the death certificate to me.

6. The preliminary audit for Irondequoit Fire District will happen on Monday, November 7th with Sean Hucko and staff at the fire house throughout the day. I am working on getting the documents they have requested to review together and have updated the procedures for various functions within the district they have requested to review.
7. NEIS who is hired by Fire Districts of NY Mutual Insurance has requested the documentation for their annual audit of our records for our workers comp insurance. The information must be submitted early next week for their review and then a telephone conference on 11/14/22.

Public Input Session

1. No Report

Scheduled Appointment

1. No Report

Career Staff/Union Report

1. No Report

Associations Reports

Laurelton Volunteer Fire Association

1. No Report

Ridge-Culver Volunteer Fire Association

1. RCVFA Treasurer, Mary Sulyma requested the use of the Culver Road property for a "Parade and Street Dance" they would like to hold in June. There was some discussion, and more information is needed to decide - **TABLED**.

Operations Report

Chief Sessler

Operations:

1. There are 6 General Orders that went out last month for review without amendments, so I recommend approving them:
 - a. GO 150 Volunteer Probationary Status
 - b. GO 160 Personal Conduct
 - c. GO 161 Personal Appearance
 - d. GO 163 Active Status Requirements
 - e. GO 164 Medical Leave Policy - Volunteer
 - f. GO 165 Volunteer Staffing Program R1

2. Seeking approval to surplus the old Lukas Combi-Tool. It's the old single Combination Tool plus the original power unit that came with it. Our thought is to put it on 168 if/when it sells. It essentially has no value and was not taken on trade in when we bought the battery tools - **APPROVED.**
3. Seeking approval to hire GrantMasters for two grants that Captain Metcalfe would like to pursue. The first is for SCBA, which Grant Masters recommended applying for. The 2nd is for a training tower, which was also recommended. There remains the question of "where would we put it?" but we'd like to keep working on that while applying. The predominate thought is to see if we could put it off of E Ridge Rd near the new Town DPW, understanding that the land over there is owned by several entities. The fees have gone up slightly, with each one being \$2600 for a total of \$5200 for both. - **APPROVED.**
4. The Brite 2-year contract has been reviewed and it was sent it back to them for consideration with no further communications.
5. Chief approved a new PC for Lt. Sinaguglia's CRR role. The funds came from the CRR equipment budget, and it totaled \$2,535.16. This will free up the PC he's using for the volunteer officers and explorer staff.
6. NYS has amended their statement on Fire Districts counting as qualified employers for the healthcare worker bonus. Lt Jim Mastin is pursuing the program further.
7. Chief met with Tyler at Code 2 about setting up a webstore of approved uniform apparel. It won't be up and available for demo before January. Looking the possibility of an annual uniform allowance for each member where they purchase what they need/want.

CRR/Explorers

1. We continue to have many car seat requests and school fire prevention presentations.

Staff

1. Recruit graduation is this Friday 11/11 @ 11:00 at Greece Olympia HS. Our 3 recruits will be graduating and have done well in the academy.
2. One volunteer firefighter is out on an extended medical leave.

Commissioners Report

Commissioner Ingersoll

Buildings & Grounds / LVFA Association Liaison

1. The broken garage door at the Empire station still has not been repaired for almost a year. Commissioner Lipari will follow-up with Alliance Door.

Commissioner Lipari

Personnel / Insurance

1. We are working with NOCO for better utility prices for the Empire Station.

Commissioner Turner

Personnel / Public Relations / Long Range Planning

1. Commissioner Turner is still waiting for his IFD email. He will follow up with Brite.

Commissioner Warth

Budget / Town & County Meetings

1. We have a meeting scheduled with Chuck Bastian and Pete Weishaar to review the bonds on 11/15 @ 9am.

Commissioner Zampatori

Equipment/Apparatus/RCVFA Association Liaison

1. Annual pump testing has been completed. The new transportation van finally has a build date in February.

Old Business

1. 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 10/18/22 meeting.			X				X				X	
Approval to properly audit and pay the bills as submitted on or before 11/7/2022.					X			X			X	
Approval for the following proposed General Orders: GO 150 Volunteer Probationary Status, GO 160 Personal Conduct, GO 161 Personal Appearance, GO 163 Active Status Requirements, GO 164 Medical Leave Policy - Volunteer, and GO 165 Volunteer Staffing Program R1					X			X			X	
Approval to surplus the old Lukas Combi-Tool.					X			X			X	
Approval to hire GrantMasters for two grants for a total of \$5200 for both.					X			X			X	

Motion for Adjournment: Made by Commissioner Lipari, seconded by Commissioner Zampatori at 7:23pm

Respectfully Submitted,

Rodd Riesenberger

District Secretary

NEXT MEETING: Monday, November 21, 2022, at 6:30pm

Irondequoit Fire District - Board of Fire Commissioners Meeting Minutes
November 8, 2022