

**Victor Fire District**

**Board of Fire Commissioners**

**Minutes - Regular Meeting – July 25<sup>th</sup>, 2019**

1. **Call to Order:** The Regular Meeting of the Commissioners of the Victor Fire District was called to order by Chairman McConnell in compliance with the Open Meetings Law at 6:30 p.m.

2. **Pledge of Allegiance.** The Pledge was led by Chairman Keyes

3. **Roll Call and Affirmation of Quorum**

<u>Board Member</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
Chairman McConnell	<u>  X  </u>	<u>      </u>	<u>      </u>
Commissioner Keyes	<u>  X  </u>	<u>      </u>	<u>      </u>
Commissioner Kowal	<u>  X  </u>	<u>      </u>	<u>      </u>
Commissioner Trego	<u>  X  </u>	<u>      </u>	<u>      </u>
Commissioner Turner	<u>      </u>	<u>  X  </u>	<u>      </u>

A quorum was declared by the Chairman and the business of the meeting proceeded.

4. **Others Present**

  X   Fire District Secretary

  X   Fire District Treasurer

  X   Fire Chief McAdoo

       1<sup>st</sup> Deputy Fire Chief Eifert

  X   2<sup>nd</sup> Asst Fire Chief Lockwood

       Others: Gerald Barry, David Zugner, Tom Simmonds,

5. **Approval of Minutes**

The minutes of the meeting of the Board of Fire Commissioners held on 6/25/19 were reviewed by the Commissioners. The Chairman called for and corrections to the minutes; there were none. A motion to approve the minutes as presented was made by Commissioner Keyes, seconded by Commissioner Turner. The vote was:

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	X			
Commissioner Keyes	X			
Commissioner Kowal	X			
Commissioner Trego			X	
Commissioner Turner				X
Vote Tally	3		1	1

The motion was   X   was not      approved.

## **6. Presentation of the Bills**

Prior to the meeting the Treasurer presented the claims against the Fire District in the form of vouchers with attachments. The Board of Fire Commissioners, having reviewed and audited all such claims, on motion of Commissioner Keyes, seconded by Commissioner Turner, it was resolved as follows:

RESOLVED, that the Treasurer is hereby ordered to pay the claims against the Fire District as audited and allow by the Board of Fire Commissioners as set forth in the **attached itemization of claims**, in the total amount of \$ 6614.50

## **7. Treasurer’s Report**

The Board received, reviewed and discussed the Report of the Fire District Treasurer for the period 7/12/19 to 7/25/19. The Commission Trego asked who was approving Invoices from Mark Butler, Esq., Chief McAdoo replied that he was.

## **8. Chief’s Report**

We provided a points report for both active and probationary Firefighters. This is an Inc. operation that will be provided monthly. The report does not show military duty.

Operations: Fishers went to MVA and dispatch did not call us, prior we went to all MVA’s. Chief Chapman and I had talked about reducing our response, Chief Chapman does not need us. I’d make the same decision. The Fishers Fire Commission might question the reciprocity of this and as us to pay for their services. Fishers does not provide extra paid to staff to attend our call. Chief Chapman and I will redraft the Mutual Aid Agreement Contract. We need to look at Agreements between several entities, this contract is between the Successors and Assigned. They still need us for structure fires and crew shortages. Chief Chapman is a new external hire.

Greenlight: I met with them last week and they would like us to house a server and they will give us free internet service in return. Commissioner Trego asked what the risks are and why house the server here? Chief McAdoo explained that we always have power, this would mean more bandwidth for us. Commissioner McConnell asked if we could use the Radio room and Commissioner Trego added we would need to obtain insurance. The timing would be within sixty days.

District website can post things at no cost.

**Purchase Approvals:**

Tri-Co Doors- Overhead Doors, was in budget for 3,000. Commissioner Trego if it was a repair or replaced. Chief McAdoo replied a replacement and it would be warranted.

Phone/ Internet- have not signed on with First Light.

First Light- \$230 a month

Empire Access- under \$200 a month

Commissioner Trego recommended we put in contact if we don't get what we want we'll walk away.

Appliance/Maintenance- Three pieces of equipment we need to service. Only one Bid for the Ice Machine. Commissioner Kowal asked how much ice do we need? Chief McAdoo explained that while we do not need much for the winter it is essential for rehab.

270 (Chief's Vehicle): 270's vehicle gets a lot of heavy use, for safety purposes needs to be replaced. Commissioner Trego asked if we could lease? Chief McAdoo explained Municipal Leases are different, much depreciation because They drive hard and idle a lot. It is possible that we could minibid and honor a price from another a district. These vehicles have special services and costumed specific use. The cost would be approximately 50,000, if we sell our existing vehicle we should get 12,000-15,000. We could claim it as surplus or have people submit a bid. Chief McAdoo will put together the specs for the Commission and will be seeking it in black. The Black vehicle is cheaper and has stealth graphics, also creates less visual noise. White is not an option because of the Sherriff's vehicles.

Credit Card: Treasurer Post updates the commission on the process of obtaining a District Credit Card. Canandaigua National Bank would require someone would have to provide their Social Security number. This would be required because we do not have two years of financials. We could do a purchasing card that we would pre-fund. Treasurer Post also stated that municipalities can't have a debit card. Commissioner Trego offered to help with this process.

**9. Commissioner and Committee Reports**

None

**10. Old Business**

The Bagpipers will be reapplying for permission to use the Firehouse. The Commission discussed if this could be disruptive to operations and if we should grant them use till December as a gesture of good will.

Resolution 2019-24: The Mission Statement, which was constructed by Chairman McConnell and Chairman Keyes was reviewed by the Commission. There was a motion to approve by Commissioner Keyes and it was seconded by Commissioner Trego.

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	X			
Commissioner Keyes	X			
Commissioner Kowal	X			
Commissioner Trego	X			
Commissioner Turner				X
Vote Tally	4			1

The Motion was   X   was not \_\_\_\_\_ approved.

## 11. New Business

### Purchase Approvals

Resolution 2019-25: Approval of the Overhead Door Maintenance was the discussed among the Board. There was a motion to approve by Chairman McConnell and it was seconded by Commissioner Keyes.

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	X			
Commissioner Keyes	X			
Commissioner Kowal	X			
Commissioner Trego	X			
Commissioner Turner				X
Vote Tally	4			1

The motion was   X   was not \_\_\_\_\_ approved.

Resolution 2019-26: There was discussion on obtaining Phone an Internet Services. Commissioner Trego discussed finding the reviews. There was a motion to approve by Commissioner Keyes and Commissioner Trego seconded it.

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	X			
Commissioner Keyes	X			
Commissioner Kowal	X			
Commissioner Trego	X			
Commissioner Turner				X
Vote Tally	4			1

The motion was     X     was not      approved.

Resolution 2019-27: The Commission discussed approval to have Van Ernst maintenance the Ice Machine. Commissioner Keyes made a motion to approve and it was seconded by Commissioner Kowal..

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	X			
Commissioner Keyes	X			
Commissioner Kowal	X			
Commissioner Trego	X			
Commissioner Turner				X
Vote Tally	4			1

The motion was     X     was not      approved.

Resolution 2019-28: Discussion for Chief McAdoo to move further with obtaining pricing on a new Chief's Vehicle. There was a motion to approve by Commissioner Kowal and seconded by Commissioner Keyes.

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	X			
Commissioner Keyes	X			
Commissioner Kowal	X			
Commissioner Trego	X			
Commissioner Turner				X
Vote Tally	4			1

The motion was     X     was not      approved.

## 12. Budget

Chief McAdoo continued with the 2020 Budget review. No approval needed at this time.

Electric- 18,000.00  
 Natural Gas- 12,000.00  
 Internet/Cable – 600.00  
 Telephone- 2,000.00  
 Insurance- Accident and Sickness – 5,000.00  
 Insurance Cancer- 4,000.00  
 PPE Inspection/Repairs – 5,500.00 (gear cannot be tested after ten years)  
 Responder Alert Software- 850.00  
 MDT Software License – 1,750.00

Annual Program Contribution- 30,000.00  
 Annual Audit – 100.00  
 Annual Dues – Ontario County Fireman’s -100.00  
 Annual Dues – IAFC – 300.00  
 Attorney – 9,000.00  
 Employee Assistance – 1,200.00

Chief McAdoo will have reviewed every budget line with Fire Commission by 9/1/19.

**13. Executive Session**

No Executive Session.

**14. Other Business**

Commissioner Kowal asked why we are Department 27? Chief McAdoo responded because the 27<sup>th</sup> county in Ontario County.

**14. Public Comments**

None

**15. Next Regular Board Meeting: 8/8/2019 @ 6:30**

**16. Adjournment**

With no further business to conduct, on motion of Commissioner McConnell, seconded by Commissioner Trego, to adjourn the meeting The vote was:

<b>Board Member</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairman McConnell	x			
Commissioner Keyes	x			
Commissioner Kowal	x			
Commissioner Trego	x			
Commissioner Turner				x
Vote Tally	4			

The motion was \_\_X was not\_\_\_ approved and the meeting was adjourned at 8:25P.M.

Respectfully submitted,

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Lisa Hauf, Fire District Secretary