

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 3/12/2020 @ 6:30

1. **Call to Order:** - The Organizational 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 McConnell
3. **Roll Call and Affirmation of Quorum**

<u>Board Member</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
Chairman McConnell	_X_	_____	_____
Commissioner Keyes	_____	_X_	_____
Commissioner Kowal	_X_	_____	_____
Commissioner Turner	_X_	_____	_____
Commissioner Barry	_X_	_____	_____

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

Others Present

- _X_ Fire District Secretary
- _X_ Fire District Treasurer
- _X_ Fire Chief Lockwood
- ___ Deputy Fire Chief Eifert
- ___ Asst. Fire Chief Lamarco

Others: Kevin Fleig

4. Resolution to Approve Minutes from 2/13/2020

On the motion of Commissioner Keyes and seconded by Commissioner Turner the Victor Fire District approves the Meeting Minutes from 2/13/2020

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			

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Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes				X
Vote Tally	4			1

5. Resolution to Pay Bills: On the motion of Commissioner Turner seconded by Commissioner Barry to approve Invoices for the total amount of \$66,066.09.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	X			X
Vote Tally	4			1

6. Correspondence: None

7. Reports

a. Treasurer’s Report: See report

1. Update on the AUD- Treasurer McGuinness reported that the Bonadio Group had filed the AUD with State Comptroller’s Office and we are waiting to hear back from them for further guidance as some items did not necessarily apply to us because we are a new Fire District.

b. Chief’s Report- Chief Lockwood reported that we responded to 27 calls in February and received mutual aid for six of those calls from Fishers. The average attendance

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per call was 6.11 Firefighters, providing a total of 249.03 hours of service. There were training events, totaling 488 hours of service.

c. Commissioner’s Report: Chairman Barry updated the Commission on the progress with 2712. Mark Bulter Esq., reached out to Choconut Fire Department regarding the Sutphen Pumper, they claimed that they do not have the MCO or MSO and all the documents have been sent to the Village of Victor. Commissioner Barry will check with the DMV in Binghamton as well.

d. Counsel Report: None

8. Old Business: None

9. NEW BUSINESS

a. Resolution # 2020-27- Whereas the Victor Fire District provides EAP services Membership

Whereas, our EAP Provider is ESI and our annual contract will end on 5/31/2020 and we will need to be renewed in order for us to continue receiving EAP Services.

Whereas, Chief Lockwood will need to sign the ESI Contract’s and the Fire District Secretary Hauf will need to complete the personnel census for contract renewal

On the motion of Commissioner Barry, seconded by Commissioner McConnell

The Victor Fire District authorizes Chief Lockwood to sign the ESI contract and Fire District Secretary Hauf complete the census to initiate contact renewal.

Therefore, be it resolved that the Victor Fire District will allow Chief Lockwood to sign the ESI contract and Fire District Secretary Hauf to complete the census for contract renewal.

	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			

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Commissioner Kowal	X			
Commissioner Keyes				X
Vote Tally	5			1

Therefore, be it resolved that the Victor Fire District will allow Chief Lockwood to sign the ESI contract and Fire District Secretary Hauf to complete the census for contract renewal.

b. Purchase Approvals

- Resolution: #2020-28** Whereas, the Printer in the District Office is inoperable and Firefighter Avila has evaluated the printer and recommended purchasing a new one

Whereas, Firefighter Avila has obtained a quote from CDW-G for 402.65 for a Printer, Program Toner Cartridge and Device Cable.

On the motion of Commissioner Barry, seconded by Commissioner McConnell

The Victor Fire District authorizes Chief Lockwood to purchase the Printer, Program Toner Cartridge and Device Cable from CDW-G for 402.65.

Therefore, be it resolved that the Victor Fire District authorize Chief Lockwood to purchase the Printer, Program Toner Cartridge and Device Cable from CDW-G for 402.65 and not to exceed that amount.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes				X
Vote Tally	4			1

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Therefore, be it resolved that the Victor Fire District authorize Chief Lockwood to purchase the Printer, Program Toner Cartridge and Device Cable from CDW-G for 402.65 and not to exceed that amount.

2. Resolution #2020-29 Resolution #2020-29: Whereas, it has been identified by our IT Specialist, Firefighter Marty Avila that three of our existing computers and one laptop are at the end of their life and need to be replaced.

Whereas, Firefighter Avila has obtained a quote from CDW-G for three computers and one laptop for 4,890.02 to replace our current computers and laptop.

On the motion of Commissioner Barry, seconded by Commissioner McConnell

The Victor Fire District authorizes Chief Lockwood and Firefighter Avila to purchase three computers and one laptop for 4,890.02

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	5			1
Vote Tally	4			1

The Victor Fire District authorizes Chief Lockwood and Firefighter Avila to purchase three computers and one laptop for 4,890.02

c. Resolution # 2020-30- Whereas, the Victor Fire District appointed a Fire District Secretary/Administrative Assistant for the Fire District

Whereas, Benefits were included in the Job Offer accepted by Fire Secretary Hauf, who was appointed as the Victor District Secretary/Administrative Assistant

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Whereas, Chief Lockwood has would like to arrange to have a Benefits Broker give a presentation on their services and the Benefit Packages available to the Victor Fire District for the Fire District Secretary / Administrative Assistant and further potential Employee

On the motion of Commissioner McConnell and seconded by Commission McConnell

The Victor Fire District authorizes Chief Lockwood to arrange a Benefit Presentation at the April Fire District Meeting

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes				1
Vote Tally	4			1

Therefore, be it resolved that the Victor Fire District authorizes Chief Lockwood to arrange to have a Benefits Presentation at the April Fire District Meeting.

11. Executive Session: None

12. Other Business/Comments: None

13. Next Regular Business: April 9th @ 6:30 pm

14. A motion to adjourn was made by Commissioner Turner and seconded by Commissioner McConnell at 7:12