

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

1. **Call to Order:** - The Regular Business 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
- ___ Fire District Treasurer
- _X_ Fire Chief Lockwood
- ___ Deputy Fire Chief Eifert
- ___ Asst. Fire Chief Lamarco

Others: Sean McAdoo, Jamie McIntee

4. Resolution to Approve Minutes from 6/11/2020

On the motion of Commissioner Barry and seconded by Commissioner Turner the Victor Fire District approves the Meeting Minutes from 6/11/2020.

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

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keys	X			
Vote Tally	5			

5. Resolution to Pay Bills: On the motion of Commissioner Turner seconded by Commissioner Barry to approve Invoices for the total amount of 16,945.53

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keys	X			
Vote Tally	5			

6. Correspondence: Emails from Cindy Bailey and Fishers Resident (both provided to the Commission).

7. Reports

a. Treasurer’s Report: None

b. Chief’s Report- Chief Lockwood reported that the average attendance was 4.86 firefighters per call and 85.71 % of the time we had a response within 8 minutes. Training resumed on June 8th.

c. Commissioner’s Report:

1. Benefits Update- Commissioner Kowal updated the Commission that the committee he has spoken with the Village of Victor regarding the potential of

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

collaborating with them to provide Benefits for the Victor Fire District's paid Employees.

2. Staff Liaison Update- Commissioner Barry reported that at our last Staff Meeting we discussed how to improve Communication/

d. Counsel Report: None

8. Old Business: None

9. NEW BUSINESS

- a. Assigning Commission Liaisons- Commissioner Keyes will be there Commission's Liaison for Building and Grounds and Commissioner Barry will be the Liaison for Equipment.
- b. Chief Lockwood discussed the possibility of having a Credit Card that was set-up like Debit Card. Chairman McConnell stated that it was not necessary as it was set up to meet the District's needs.
 - c. Fire District Secretary Hauf discussed the need for a Communication Policy and presented a draft for one. Commission will review and further discuss at July 23rd Meeting.
- d. Commissioner Turner informed the Chief Lockwood of the installation of additional Fire
- e. Discussion took place regarding the need for a Deputy Treasurer. Secretary Hauf will research what other District's do as a back-up plan in case the Treasurer is not able to perform their duties.
- f. Purchase Approvals
 1. HVAC RFP- Jamie McIntee from Kennedy Mechanical attended the meeting to answer questions regarding the bid they submitted. The Victor Fire Commission decided after only receiving one bid (from Kennedy Mechanical) to rebid and allow more time for Vendors to submit a proposal. The new Bid opening date will be August 10th, 2020.
 2. **Resolution #2020-39-** Whereas, the Victor Firehouse is in need of tile floor cleaning and waxing

Whereas, Chief Lockwood and Commissioner Barry has obtained two quotes for the tile floor cleaning and waxing and contacted a third company who took measurements but did not submit a quote

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Whereas, Canandaigua Carpets and Upholstery Cleaning LLC. Provided us with the lowest quote at \$3,490.00 On the motion of Commissioner McConnell and seconded by Commissioner Keyes

The Victor Fire Commission authorizes Chief Lockwood to enter into agreement with Canandaigua Carpets and Upholstery Cleaning, LLC for tile floor cleaning and waxing.

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

Therefore be it resolved that the Victor Fire Commission authorize Chief Lockwood to enter into agreement with Canandaigua Carpets and Upholstery Cleaning, LLC for tile floor and waxing.

3. **Resolution #2020-40-** Whereas, Truck 2761, Trailer 2762 and the Rehab Trailer are all in need of new tires.

Whereas, Chief Lockwood has obtained three quotes for tires for these apparatuses

Whereas, Murphy’s Tire Auto Service is the lowest quote at \$1,470.00

The Victor Fire Commission authorizes Chief Lockwood to purchase tires for Truck 2761, Trailer 2762 and the Rehab Trailer from Murphy’s Tire Auto Service for \$1,470.00 on the motion of Commissioner Turner and seconded by Commissioner Kowal

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

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Commissioner Keys	X			
Vote Tally	5			

Therefore, be it resolved that the Victor Fire Commission authorize Chief Lockwood to purchase tires for Truck 2761, Trailer 2762 and the Rehab Trailer from Murphy’s Tire Auto Service for \$1,470.00

4. **Resolution 2020-41**Whereas, the Victor Fire District PA system is in need of repair to function effectively
Whereas, Finger Lakes Communication has provided us with a quote for \$1,622.50 for the necessary repairs
The Victor Fire District Commission authorize Chief Lockwood to have Finger Lakes Communication repair the Victor Fire Department’s PA system for \$1,622.50 on the motion Commission Barry and seconded by Commissioner Turner 5 ayes 0 Nays

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keys	X			
Vote Tally	5			

Therefore, be it resolved that the Victor Fire Commission authorize Chief Lockwood to have Finger Lakes Communication repair the Victor Fire Department’s PA system for \$1,622.50

Resolution 2020-42- Whereas, Chief Lockwood has identified the need to update for the lighting for Truck 2751

Whereas, Chief Lockwood has obtained a quote from EV Warning Systems for 1,386.99

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

The Victor Fire Commission authorize Chief Lockwood to have EV Warning Systems install the necessary updates to 2751’s Lighting on the motion of Commissioner Barry and seconded by Commissioner Keyes 5 Ayes and 0 Nays

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

Therefore, be it resolved that the Victor Fire Commission authorize Chief Lockwood to have EV Warning System install the necessary updates to 2751’s lighting.

5. **Resolution 2020-43** Whereas, Chief Lockwood has identified that twelve of the Victor Fire Department’s Helmets are in need of replacement liners and replacement earflaps

Whereas, Chief Lockwood has obtained a quote from Churchville Fire Equipment for \$780.00 for twelve liners, cushion, replacements and twelve nomex earflaps

Whereas, The Victor Fire Commission authorize Chief Fire Equipment for \$780.00 for twelve liners, cushion, replacements and twelve nomex earflaps on the motion of Commissioner Turner and seconded by Commissioner McConnell 5 Ayes and 0 Nays

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	X			

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Vote Tally	5			
------------	---	--	--	--

Therefore, Victor Fire Commission authorize to purchase Chief Fire equipment for 780.00 for twelve liners, cushion, placements and twelve nomex earflaps

6. Resolution 2020-44 Whereas, Chief Lockwood has identified the need to purchase new adapter for the air bottles

Whereas, Chief Lockwood has obtained a quote from Dival for \$530.00

The Victor Fire Commission authorizes Chief Lockwood to purchase the adapter from Dival for no more than \$530.00 on the motion of Commissioner McConnell and seconded by Commissioner Turner

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	X			

Therefore, be it resolved that the Victor Fire Commission authorize Chief Lockwood to purchase the adapter from Dival for no more than \$530.00

7. Resolution 2020-45 Whereas, Chief Lockwood has identified the need to purchase four new gas detectors

Whereas, Chief Lockwood has obtained a quote from Dival for four gas detectors totaling \$3650.00

The Victor Fire Commission authorize Chief Lockwood to purchase four gas detectors from Dival for no more than \$3650.00 on the motion of Commissioner Kowal and seconded by Commissioner Keyes

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

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	X			

Therefore, be it resolved that the Victor Fire Commission authorize Chief Lockwood to purchase four gas detectors from Dival for no more than \$3650.00

8. **Resolution 2020-48:** Whereas, Chief Lockwood has identified the need for new lights for the Firehouse
 Whereas, Chief Lockwood has obtained two separate quotes for two different types of lights that are needed for the Victor Firehouse
 Whereas, Chief Lockwood would like to purchase 30 2x4 35k LED Flat Panels for 1863.00 from VP Supply and 27 8” Recessed Can CFL’s for 2160.00 from Lumalon

The Victor Fire Commission authorize Chief Lockwood to purchase 30 2x4 35k LED Flat Panels from 1863.00 from VP Supply and 27 8” Recessed Can CFL’s for 2160.00 Lumalon in total of \$4023.00 on the motion of Commissioner Turner and seconded by Commissioner Keyes

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	X			
	5			

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Therefore, be it resolved that the Victor Fire Commission authorize Chief Lockwood 30 2x4 35k LED Flat Panels from 1863.00 from VP Supply and 27 8” Recessed Can CFL’s for 2160.00 Lumalon in total of 4023.00

9. Resolutions to approve New Members

a. Resolution 2020-47: Whereas, on July 8, 2020 the Victor Fire District received a recommendation from Victor Fire Department, Inc., to appoint Lucas Gruenfelder to the Engine Company of the Victor Fire Department;

WHEREAS, the Fire Chief completed the required background checks;

WHEREAS, the District Secretary has verified with Anderson-Vanhorne Insurance that Mr. Gruenfelder ‘s driving record meets the driving qualifications;

The Victor Fire District approves the membership of Lucas Gruenfelder on the motion of Commissioner McConnell and seconded by Commissioner Turner

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keyes	X			
	5			

THEREFORE, BE IT RESOLVED, the Board of Fire Commissioners hereby appoints Lucas Gruenfelder as Firefighter #247 to the Hook and Ladder of the Victor Fire Department, with the following conditions:

1. Completion of mandatory physical, including drug testing

b. Resolution #2020-48 Whereas, on July 8, 2020 the Victor Fire District received a recommendation from Victor Fire Department, Inc., to appoint Kristian DeLorme to the Hose Company of the Victor Fire Department;

WHEREAS, the Fire Chief completed the required background checks;

WHEREAS, the District Secretary has verified with Anderson-Vanhorne Insurance that Mr. Delorme driving record meets the driving qualifications;

The Victor Fire District approves the membership of Kristian Delorme on the motion of Commissioner McConnell and seconded by Commissioner Barry 5 Ayes and 0) Nays

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keys	X			
	5			

THEREFORE, BE IT RESOLVED, the Board of Fire Commissioners hereby appoints Kristian Delorme as Firefighter #248 to the Hose of the Victor Fire Department, with the following conditions:

1. Completion of mandatory physical, including drug testing

c. **Resolution 2020-49:** Whereas, on July 8, 2020 the Victor Fire District received a recommendation from Victor Fire Department, Inc., to appoint Christina Valicenti to Engine Hose Company of the Victor Fire Department;

WHEREAS, the Fire Chief completed the required background checks;

WHEREAS, the District Secretary has verified with Anderson-Vanhorne Insurance that Ms. Valicenti driving record meets the driving qualifications;

The Victor Fire District approved the membership of Christina Valicenti on the motion of Commissioner McConnell and seconded by Commissioner Keys

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Commissioner McConnell	X			
Commissioner Turner	X			
Commissioner Barry	X			
Commissioner Kowal	X			
Commissioner Keys	X			
	5			

Victor Fire District
Board of Fire Commissioners
Minutes - Regular Meeting – 7/9/2020 @ 6:30 p.m.

THEREFORE, BE IT RESOLVED, the Board of Fire Commissioners hereby appoints Christina Valicenti as Firefighter #249 to the Engine of the Victor Fire Department, with the following conditions:

Completion of mandatory physical, including drug testing

10. Executive Session: None

11. Other Business/Comments: None

12. Next Regular Business: July 23 rd @ 6:30 pm

13. A motion to adjourn was made by Commissioner Turner and seconded by Commissioner Barry at 7:57 p.m.