

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

November 9, 2021, 2021 @ 6:30 PM

1. **Call to Order:** A 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:** Commissioner McConnell led the Pledge.
3. **Roll Call and Affirmation of Quorum:**

Board Member	Present	Excused	Absent
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 district proceeded.

a. **Others Present:**

Fire District Secretary Hauf	x
Deputy Treasurer McAdoo	x
Chief Lockwood	
Deputy Chief Eifert	x
Assistant Chief Lamarco	

Abby Miller

4. **Motion to approve Minutes from October 12 and October 19, 2021 Meeting**
Commissioner Barry motioned to approve the minutes from October 12 and October 19, 2021 Regular Business Meeting; seconded by Commissioner Keyes and carried, 5 Ayes and 0 Nays
5. **Resolution to Pay Bills:**
Commissioner Turner motioned to approve payment of invoices shown on the Abstract of October 12, 2021, totaling \$41,894.58; seconded by Commissioner Keyes and carried 5 Ayes and 0 Nays
6. **Correspondence:**
 - a. Dividend Payment Letter from Utica National stating that we earned a 15% dividend from our safety group.
 - b. Letter from the Department of Labor notifying us of Expanded Legal Obligations under NYS Prevailing Wage Laws.

7. **Old Business:** None

8. **New Business:**

a. **Resolution #2021-0103 - Purchase Authorizations**

On motion of Commissioner Turner, seconded by Commissioner McConnell, the following resolution failed to be carried: 0 Ayes; 5 Nays

WHEREAS Deputy Chief Mark Eifert requested authorization to make the following purchases:

Item	Budget Code	Amount
Re-wrap 2702 vehicle	404.8	\$ 2597.56

WHEREAS, the Board of Fire Commissioners have reviewed the purchases, found they meet the District's Procurement Policy, and are needed for the safe and efficient operation of the Fire District; now, therefore, be it

RESOLVED to authorize the Chief to purchase the items as indicated.

b. **Resolution #2021-0104 -Motion to approve budget transfers**

On motion of Commissioner Turner, seconded by Commissioner McConnell, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS in order to maintain balanced budget lines, Deputy Treasurer McAdoo recommended inter-budget transfers as fully described in Attachment A; and,

WHEREAS the Board of Fire Commissioners have reviewed and discussed the transfers and found they are consistent with good financial practices; now, therefore, be it

RESOLVED the Board of Fire Commissioners approve the inter-budget transfers as shown.

c. **Resolution #2021-0105 - Authorization to Contract with Bison Elevator Service**

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS the Board of Fire Commissioners issued a Request for Proposals for Elevator Preventative Maintenance Services on July 13, 2021;

WHEREAS, the Board of Fire Commissioners have reviewed the results of the proposals, which are fully described in Attachment A; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes entering into a three-year contract with Bison Elevator Service for elevator preventative maintenance services, effective January 1, 2022, at the cost per their schedule; and,

RESOLVED, that a copy of this resolution be provided to Bison Elevator Service

d. Resolution #2021-0106 –Appointment of Career Firefighter.

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS, the Board of Fire Commissioners has determined that it is in the best interests of the Victor Fire District to add two career staff members to its roster to provide support to the volunteers and enhance the service provided to the residents of the Victor Fire District;

WHEREAS, an interview committee was formed to review and evaluate candidates for the position of paid firefighter pursuant to the requirements of New York State Civil Service Law and the procedures of Ontario County Civil Service;

WHEREAS, after a thorough interview process, the interview committee recommends the appointment of Abigail Miller to the position of Firefighter/Administrative with the Victor Fire District; now, therefore, it is hereby

RESOLVED that, based on the recommendation of the interview committee, the Board of Fire Commissioners hereby appoints Abigail Miller to the position of Firefighter/Administrative, effective January 3, 2022 on a full-time probationary basis at an annual salary of \$43,680;

RESOLVED that Abigail Miller may be employed on a part-time basis prior to her full-time appointment at an hourly rate based on her annual salary for the hours agreed upon by Ms. Miller and the Deputy Treasurer for training purposes; and

RESOLVED, that a copy of this resolution be forwarded to Deputy Chief Mark Eifert, Ontario County Civil Service, and Abigail Miller.

9. Public Comments: None

10. Executive Session: None

11. Adjournment: Commissioner McConnell made a motion to adjourn at 7:23 p.m.