

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

August 24, 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	

Tom Simonds, Mike Murphy

4. **Motion to approve Minutes from August 10, 2021 Meeting**
Commissioner Barry motioned to approve the minutes from the August 10, 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 August 24, 2021, totaling \$ 27,920.30; seconded by Commissioner Kowal and carried 5 Ayes and 0 Nays.
6. **Reports**
 - a. **Chief's Report:** Chief Eifert updated the Commission on an injury that occurred during a drill.

- b. **Commissioners Reports:** Commissioner Turner reported that he provided District Treasurer with the invoice from the Village for milling and paving services they provided. He also requested an update on the Chief's vehicle.

7. **Old Business:** None

8. **New Business**

a. **Resolution #2021-0085 - Purchase Authorizations**

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

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

Item	Budget Code	Amount
Battery Operated Fan (2)	405.2	\$ 7,292
3 Portable multi-band radios	405.10	\$24,161.04
3 Leather Helmets (award points)	408.16.3	\$ 2,582.98
Replacement Turnout Coat	405.4.1	\$ 1,630.00

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.

Deputy Chief Eifert left meeting for possible significant fire call

b. **Resolution #2021-0086 - Motion to approve inter-budget transfers**

On motion of Commissioner McConnell, seconded by Commissioner Barry, 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. **2022 Budget Discussions**

Deputy Treasurer McAdoo requested feedback on previously presented budget lines and presented recommendations for selected budget lines.

Deputy Chief Eifert rejoined meeting

d. Resolution #2021-0087 – Adoption of revised PPE Standard

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

WHEREAS, PPE materials technology and availability has changed since the adoption of the Personal Protective Equipment for structural firefighting standard;

WHEREAS, after evaluating a variety of manufacturers and options, have made a recommendation for a revised PPE standard of Globe gear as fully described in attachment A;

WHEREAS, the Board of Fire Commissioners have reviewed the recommendation and found it meet the mission and objectives of the Victor Fire District; now, therefore, be it

RESOLVED that the Board of Fire Commissions adopted the revised PPE Standard as indicated.

e. Resolution #2021-0088 – Authorization to Contract with Kennedy Mechanical

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

WHEREAS the Board of Fire Commissioners issued a Request for Proposals for HVAC Maintenance 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 Kennedy Mechanical for HVAC maintenance, effective January 1, 2022, at the cost per their schedule; and,

RESOLVED, that a copy of this resolution be provided to Kennedy Mechanical

f. Resolution #2021-0089 – Authorization to Contract with Ward Apparatus

On motion of Commissioner Turner, 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 Apparatus Maintenance 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 Ward Apparatus for apparatus maintenance, effective January 1, 2022, at the cost per their schedule; and,

RESOLVED, that a copy of this resolution be provided to Ward Apparatus.

g. Resolution #2021-0090 – Authorization to Contract with Western NY Sealcoating

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

WHEREAS the Board of Fire Commissioners issued a Request for Proposals for sealcoating Maple Ave parking area and striping all lots on July 27, 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 contract with Western NY Sealing and Paving for one-time striping & sealcoating per the RFP, for a cost not to exceed \$1,300; and

RESOLVED, that a copy of this resolution be provided to Western NY Sealcoating.

9. Public Comments:

Firefighter Simonds expressed his desire to see the Award Program continue as he believes it is a valuable incentive to encourage attendance beyond the minimums.

10. Executive Session:

11. Adjournment:

Chairman McConnell made a motion to adjourn at 7:16 p.m.