

DRAFT

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

April 12, 2022 @ 6:00 PM

The Board of Fire Commissioners held a joint meeting with the Victor Fire Department, Inc. Board of Directors in compliance with the Open Meetings Law @ 6:00 p.m., where they discussed vision and goals for the future. The Board took no action during this meeting.

Attending: Chairman McConnell; Commissioners Keyes, Kowal, Turner, and Barry; Fire District Secretary Hauf; Treasurer McAdoo; Deputy Chief Lamarco; President Linda Tice; Director Tom Simonds; Director Robert Green; VFD Treasurer Cathy Benjamin; Jason Maier; and Michael Murphy.

April 12, 2022 @ 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 6:32 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.

Others Present:

Fire District Secretary Hauf	X
Deputy Treasurer McAdoo	X
Chief Eifert	
Deputy Chief Lamarco	X
Assistant Chief Militello	

Jason Maier, Michael Murphy, Tom Simonds, Robert Green

4. Motion to approve Minutes from March 8, 2022 Meeting

Commissioner Turner motioned to approve the minutes from March 8, 2022 Regular Business Meeting; seconded by Commissioner Keyes and carried, 5 Ayes and 0 Nays

5. Resolution to Pay Bills:

Commissioner Barry motioned to approve payment of invoices shown on the Abstract of April 12, 2022, totaling \$261,912.94; seconded by Commissioner Kowal and carried 5 Ayes and 0 Nays

6. Correspondence:

- a. Notice of Rescission from Worker's Comp Board

7. Reports

a. Treasurer Report:

Read and is on file.

b. District Secretary Report:

Read and is on file.

c. Chief's Report:

Read and is on file. Deputy Chief Lamarco presented status report for Rescue Truck Committee.

d. Commissioners Reports:

Commissioner Kowal provided a LOSAP report showing laws allow additional benefit amounts. Board will consider report for next month.

8. Old Business:

None

9. New Business:

a. Resolution #2022-0036 -Early Reimbursement for Meals, FDIC

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

WHEREAS, the Victor Fire District Policy provides reasonable reimbursement for per diem travel expenses, including reimbursement for meals for actual expenses verified through original receipts not to exceed IRS per diem meal allowance rates;

WHEREAS, to eliminate using the District credit card for meals, Chief Eifert has requested the Fire District provide the funds for meals to the individual attendees for FDIC at the full IRS reimbursement rate in advance of the conference;

WHEREAS, Treasurer McAdoo has provided the current Federal per diem rates for Indianapolis, Indiana, shown in Appendix A, and determined the total funds for meals per person will be \$448.50; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners hereby authorizes the Treasurer to issue an early reimbursement for meals for Deputy Chief Steve Lamarco, Assistant Chief Mark Militello, and Lieutenant Mike Murphy with the understanding

that any expenses not determined to be consistent with the travel policy shall be refunded to the District within 30 days of notification; and,

RESOLVED that the expenses for this training will be assigned to A3410.403.11.3 Training -FDIC

b. Resolution #2022-0037 - Purchase Authorizations

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

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

Item	Budget Code	Amount
Gear Extractor re-bid	405.4.3	\$ 12,500
Replace Exhaust on 2702	404.8	\$ 1238.71
Streamlight Portable lights (3)	405.2	\$ 1,725

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.

c. Resolution #2022-0038 -Motion to approve budget transfers

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

WHEREAS, to maintain balanced budget lines within the 2022 budget, 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.

d. Resolution #2022-0039 -Authorization for Firefighters to Attend NYSAFC H.O.T. Classes

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

WHEREAS, General Municipal Law 72-g and Victor Fire District Policies require training opportunities at the regional level must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, the New York State Association of Fire Chiefs (NYSAFC) conducts an annual conference and fire expo which includes hands-on-training (HOT) classes designed to enhance firefighting skills in a variety of areas;

WHEREAS, Chief Eifert wishes to send up to four firefighters to a HOT class scheduled between June 16 – 18, 2022, utilizing the 2761 vehicle, in lieu of attending the Ohio Crash Course Program;

WHEREAS the Board of Fire Commissioners have reviewed Chief Eifert's request, and finds that it necessary and appropriate to authorize this training;

RESOLVED, the Board of Fire Commissioners authorizes Chief Eifert to designate four firefighters to attend the one-day training for a NYSAFC HOT class between June 16 – 18, 2022, at the Syracuse Fire Department Training Center;

RESOLVED, that the attendees are authorized to use one of District Credit Cards for expenses on the condition they review the travel policy with the Treasurer prior to departure and with the understanding that any expenses not determined to be consistent with the travel policy shall be refunded to the District within 30 days of notification;

RESOLVED that the expenses for this training will be assigned to A3410.403.11.7 Training -Crash Course

e. **Resolution #2022-0040 -Authorization for Travel to Harrisburg Fire Expo**

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

WHEREAS, District Policy requires Board of Fire Commissioner approval for attendance for all travel and seminars on behalf of the Fire District prior to an event;

WHEREAS, the Truck Committee desires to have up to three of their members attend the Harrisburg Fire Expo on May 20 & 21, 2022, to further their research on replacing the existing rescue truck;

WHEREAS, the Board of Fire Commissioners have reviewed this request and finds it is in the interest of the Fire District to support attending this event; now, therefore, it is

RESOLVED to authorize Firefighters Jason Maier, Glenn Lockwood, and Joseph Murphy to attend the Harrisburg Fire Expo May 20 & 21, 2022, at Harrisburg, PA, including hotel rooms for two nights, as well as meal, mileage, and tolls for use of personal vehicle reimbursement up to the full IRS reimbursement rates upon demand; and,

RESOLVED that the expenses for this training will be assigned to A3410.403.11.5 Training – Conferences/ Trade Shows.

f. **Resolution #2022-0041 –Appointment of volunteer firefighter Linsey McConnell.**

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

WHEREAS, pursuant to Town Law §176, after selection by the fire company, volunteer members of a fire company shall be appointed by the Board of Fire Commissioners;

WHEREAS, Linsey McConnell has completed all requirements for membership and been approved by vote of the Victor Fire Department, Inc.; and,

WHEREAS, the Board of Fire Commissioners wishes to honor and approve volunteer firefighters requesting to serve with the Victor Fire Department and desire to satisfy all legal and insurance requirements for the benefit of our volunteers; now, therefore, be it

RESOLVED that the Board of Fire Commissioners hereby appoints Linsey McConnell to the Victor Fire Department's Hook & Ladder Company as Firefighter #199 upon a driver's license approval and the passing of a physical examination from Healthworks; and,

RESOLVED, that a copy of this resolution be forwarded to Chief Mark Eifert, the Victor Fire Department, Inc., and Linsey McConnell.

g. **Resolution #2022-0042 – Authorization to Contract with Davis Ulmer**

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

WHEREAS the Board of Fire Commissioners issued a Request for Proposals for Fire Alarm Monitoring & Inspection Services on March 8, 2022;

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 Davis Ulmer for fire alarm monitoring and inspection services, effective May 1, 2022, at the cost per their schedule; and,

RESOLVED, that Treasurer McAdoo is authorized to sign any documents to execute the contract and a copy of this resolution be provided to Davis Ulmer.

10. Executive Session

A motion was made by Commissioner Barry, seconded by Commissioner Turner, to enter Executive Session for the purpose of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal,

or removal of a particular person or corporation. The Board invited Treasurer McAdoo to attend this executive session. The motion was carried, 5 Ayes, 0 Nays.

The Board entered executive session at 7:27 p.m.

A motion was made by Commissioner Kowal, seconded by Commissioner Barry, to exit executive session at 8:30 p.m. The motion was carried, 5 Ayes, 0 Nays.

The Board took no action during executive session.

11. Adjournment:

The meeting was adjourned at 8:31 p.m.

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