

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

May 10, 2022, 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 6:30 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.

Others Present:

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

Mike Murphy

4. Motion to approve Minutes from April 12, 2022 Meeting

Commissioner Keyes motioned to approve the minutes from April 12, 2022 Regular Business Meeting; seconded by Commissioner Barry 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 May 10, 2022, totaling \$23,684.09; seconded by Commissioner Kowal and carried 4 Ayes and 0 Nays

6. Correspondence:

None

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.

d. Commissioners Reports:

Chairman McConnell reported he and Commissioner Kowal attended the AFDSNY Conference. Chairman McConnell attended seminars on recruitment and retention and Commissioners Kowal participated in budget seminars.

8. Old Business:

None

9. New Business:

a. Resolution #2022-0043 - Purchase Authorizations

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 4 Ayes; 0 Nays

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

Item	Budget Code	Amount
Work Order Software	408.4.2	\$ 2,905.00
2781 Replacement Parts	404.7	\$ 1,521.60
Fixed Asset Pro	408.4.2	\$ 499

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 #2022-0044 -Motion to approve budget transfers

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 4 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.

c. Resolution #2022-0045 –Authorization for Fiscal Study of LOSAP Benefits Expansion.

On motion of Commissioner McConnell, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Victor Fire District assumed responsibility from the Village of Victor for the existing Length of Service Awards Program (LOSAP), which was established for the benefit of service as a volunteer firefighter;

WHEREAS, recent changes to General Municipal Law 11-a have permitted an expansion of the program;

WHEREAS, Chief Eifert has recommended the Board of Fire Commissioners consider increasing the LOSAP program to encourage additional participation and enhance recruitment/ retention of the volunteers; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners authorizes VFIS prepare cost estimates to the existing plan enhancement for increasing benefit to \$15/ year for 20 years, increasing benefits to 30 years; and doing both;

RESOLVED, the Board of Fire Commissioners further authorizes the Fire District Attorney to work with VFIS and review the legal options for the above plan enhancement, and provide counsel on timelines to set a possible referendum in December; and

RESOLVED, that the expenses for this study will be assigned to A3410.407.1 – LOSAP

d. Resolution #2022-0046 – Authorization to Surplus Gear Extractor

On motion of Commissioner Barry, seconded by Commissioner McConnell, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, Town Law §176(23) sets forth the statutory requirements to discard Fire District property, including permitting disposal by resolution for property that does not exceed \$20,000;

WHEREAS, the Victor Fire District previously acquired a certain gear washer (“UniMat 18,” serial number 030144930037745) (the “Asset”) owned and operated by the Fire District to meet the objectives and purposes of the Fire District; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners of the Victor Fire District, does hereby determine that the gear washer (the “Asset”) owned and operated by the Fire District to meet the objectives and purposes of the Fire District is no longer necessary for any of its objectives and purposes and hereby declares the Asset to be surplus;

RESOLVED, that the Board of Fire Commissioners finds this Asset is deemed waste, in that this Asset has no functional or intrinsic value; and,

RESOLVED that this Asset be disposed of in a safe, appropriate, and commercially reasonable manner upon the Chief's direction and coordination.

e. Resolution #2022-0047-Declaration of Surplus

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Victor Fire District (the "Fire District") previously acquired a certain 2002 Ford F450 (the "Fire Vehicle") owned and operated by the Fire District to meet the objectives and purposes of the Fire District, and

WHEREAS, it is no longer necessary for the Fire District to retain the Fire Vehicle to achieve the objectives of the Fire District; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners of the Victor Fire District, does hereby determine that the 2002 Ford F450 (the "Fire Vehicle") owned and operated by the Fire District to meet the objectives and purposes of the Fire District is no longer necessary for any of its objectives or purposes and hereby declares the Fire Vehicle to be surplus, subject to permissive referendum; and it is further

RESOLVED, that pursuant to certain preliminary valuations of the Fire Vehicle, that this Resolution maybe be subject to permissive referendum pursuant to the requirements of Town Law 176(23); and it is further

RESOLVED, that subject to the satisfaction of the requirements for a permissive referendum be approved declaring the Fire Vehicle surplus, that it be disposed of in a manner acceptable to the Board of Fire Commissioners as it may determine in its discretion including but not limited to advertised for bid, to be sold to the highest responsible bidder, with a minimum bid acceptable to the Board of Fire Commissioners, on an "as is, where is, how is" basis; that the Board of Fire Commissioners shall reserve the right to reject any and all bids submitted; and that the sale be made without warranty, representation or guarantee and upon such further terms or conditions as in the best interests of the Fire District as determined by the Board of Fire Commissioners, and it is further

RESOLVED, that this resolution is subject to a permissive referendum as provided by of Town Law Section 176(23) and Section 6-g of the General Municipal Law.

f. Resolution #2022-0048 -Authorization to change rate of pay, career FF.

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Board of Fire Commissioners appointed Abigail Miller and Robert Wihlen to the position of Firefighter with the Victor Fire District effective January 3, 2022 on a full-time probationary basis at an annual salary of \$43,680;

WHEREAS, as a condition of their appointment to the position of firefighter with the Victor Fire District, Ms. Miller and Mr. Wihlen were required to complete fire academy training;

WHEREAS, Ms. Miller and Mr. Wihlen have attended training at the Henrietta Fire Academy and are scheduled to complete their training from the Academy on May 20, 2022, having fulfilled the course work towards their 229 certification; now, therefore, be it

RESOLVED that the annual salary for Ms. Miller and Mr. Wihlen be increased to \$47,840 annually to reflect the completion of this training requirement, effective with the pay period commencing May 29, 2022.

g. Resolution #2022-0049 –Renewal of agreement for EAP services

On motion of Commissioner Keyes, seconded by Commissioner McConnell, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Employee Assistance Group (ESI) has provided a contract for services from June 1, 2022 through May 31, 2023 that is substantially the same as the current contract for services;

WHEREAS the Board of Fire Commissioners have reviewed the contract, which is fully described in Appendix A, and finds it is in the best interest of the Fire District to continue with agency; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes the District Treasurer to sign the renewal of contract with Employee Assistance Group (ESI).

h. Resolution #2022-0050 –Authorization to Release Request for Proposals for Installation of Security Cameras

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Treasurer has drafted a request for proposal for a professional service agreement for installation of security cameras, which is fully described in Appendix A;

WHEREAS, the Board of Fire Commissioners have reviewed the RFP and finds it is consistent with the objectives of the District; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes the Secretary to advertise and solicit for the RFP as indicated.

i. Resolution #2022-0051 –Authorization to Release Request for Proposals for Remote Access Management

On motion of Commissioner Keyes, seconded by Commissioner McConnell, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Treasurer has drafted a request for proposal for a professional service agreement for remote access management maintenance, and repair, which is fully described in Appendix A;

WHEREAS, the Board of Fire Commissioners have reviewed the RFP and finds it is consistent with the objectives of the District; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes the Secretary to advertise and solicit for the RFP as indicated.

10. Executive Session:

None

11. Other Business/Comments from the Public:

None

12. Adjournment:

Commissioner Barry made a motion to adjourn at 7:45, seconded by Commissioner Keyes

13. Next Regular Business Meeting:

June 14, 2022 @ 6:30 p.m.