

# DRAFT

VICTOR FIRE DISTRICT

## Board of Fire Commissioners Meeting Minutes

June 14, 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	x

Mike Murphy, Tom Simonds

**4. Motion to approve Minutes from May 10, 2022 Meeting**

Commissioner Turner motioned to approve the minutes from May 14, 2022 Regular Business Meeting; seconded by Commissioner Keyes and carried, 4 Ayes and 0 Nays and 1 Abstain

**5. Resolution to Pay Bills:**

Commissioner Barry motioned to approve payment of invoices shown on the Abstract of June 14, 2022 -- with the exception of voucher #22-150 for \$161.23 -- totaling \$63,853.97; seconded by Commissioner Keyes and carried 5 Ayes and 0 Nays

**6. Correspondence:**

a. Letter from Excellus notifying of Proposed Premium Rate Change

**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:**

None

**8. Old Business:**

**a. Resolution #2022-0052 - Authorization to Enter into Contract with Auctions International**

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

WHEREAS, the Board of Fire Commissioners in Resolution #2022-0047 declared the 2002 Ford F450 as surplus, subject to a permissive referendum pursuant to Town Law 176(23);

WHEREAS, the District Secretary received no public comments on this resolution;

WHEREAS, Auctions International is an independent company specializing in selling government and municipal surplus by online auctions; and,

WHEREAS, the Board of Fire Commissioners has reviewed the terms and conditions of Auctions International, which is fully described in Appendix A, and finds it efficient and cost effective to utilize their services; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners authorizes the Victor Fire District to enter into a contract with Auctions International to sell the 2002 Ford F450 at a minimum bid of \$22,000; and

RESOLVED, that District Treasurer McAdoo is authorized to execute any necessary contracts in furtherance of this goal.

**9. New Business:**

**a. Resolution #2022-0053 - Purchase Authorizations**

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

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

Item	Budget Code	Amount
2711 – eval & repair front springs	404.1	\$ 3,192.80
2 ½" nozzles (3)	405.6	\$ 1,786.51

Uniform shorts for members (60)	408.16.2	\$ 1,980.00
Replace internet switch	408.4.1	\$ 775.00

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.

**b. Resolution #2022-0054 -Motion to approve budget transfers**

On motion of Commissioner McConnell, seconded by Commissioner Keyes, 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.

**c. Resolution #2022-0055 -Authorization for Six Firefighters to Attend Extrication Training.**

On motion of Commissioner Barry, seconded by Commissioner Keyes, 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 local level where costs or fees are involved must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, First Out Rescue Extrication College is offering an extrication training session in Honeoye, NY, on September 10, 2022, Firefighters Linsey McConnell, Ed Schultz, Jorge Coria, Matt Clark, Mike Bellinger, and Abigail Miller have expressed interest and availability in attending, and Chief Eifert has authorized their attendance;

RESOLVED that the Board of Fire Commissioners authorizes Firefighters Linsey McConnell, Ed Schultz, Jorge Coria, Matt Clark, Mike Bellinger, and Abigail Miller to attend Extrication Training in Honeoye, NY on September 10, 2022;

RESOLVED, that any necessary expenses will be paid for by the Fire District as is consistent with the Travel Expense and School & Training policies; and

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

**d. Resolution #2022-0056 –Authorization for FF 263 to attend instructor training.**

On motion of Commissioner McConnell, seconded by Commissioner Keyes, 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 state 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 Fire Academy of Fire Science in Montour Falls, NY, has a Fire & Emergency Service Instructor I course scheduled on two weekends, August 12 - 14 and August 19 - 21, 2022;

WHEREAS, Firefighter Robert Wihlen has requested permission to attend this training to further his professional development as a firefighter;

WHEREAS, Chief Mark Eifert has authorized this training, recognizing there is a benefit to the Victor Fire Department in enhancing instructional resources; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes Firefighter Wihlen to attend the Fire & Emergency Service Instructor I course in Montour Falls in August of 2022; and,

RESOLVED, that any necessary expenses will be paid for by the Fire District as is consistent with the Travel Expense and School & Training policies

**e. Resolution #2022-0057 –Authorization for FF 262 to attend confined space training.**

On motion of Commissioner Barry, seconded by Commissioner Turner, 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 state 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 Fire Academy of Fire Science in Montour Falls, NY, has a Confined Space Technician course scheduled on September 12 - 15, 2022;

WHEREAS, Firefighter Abigail Miller has requested permission to attend this training to further his professional development as a firefighter;

WHEREAS, Chief Mark Eifert has authorized this training, recognizing there is a benefit to the Victor Fire Department in enhancing instructional resources; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes Firefighter Miller to attend the Confined Space Technician course at the NYS Fire Academy in September, 2022;

RESOLVED, that any necessary expenses will be paid for by the Fire District as is consistent with the Travel Expense and School & Training policies;

RESOLVED, that the expenses for this training will be assigned to A3410.403.13 Training – Paid FF

**f. Resolution #2022-0058 – Acceptance of Floor Waxing Agreement**

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

WHEREAS District Secretary Lisa Hauf requested estimates to strip and re-wax the first floor VCT areas in the fire house, of which 1 responded and provided an estimate, which is provided in Attachment A; and

WHEREAS the Board of Fire Commissioners have reviewed the estimate, finds it is a necessary expense and meets the District’s Procurement Policy; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes the services described in the estimate dated May 9, 2022.

**g. Resolution #2022-0059 – Acceptance of Painting Contract**

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

WHEREAS District Secretary Lisa Hauf requested estimates from 4 separate companies to paint selected rooms within the fire house (Meeting Room, 2 vestibules, District Office, Main Corridor, Chief’s Office, and Records Room), of which 2 responded with estimates, which are provided in Attachment A; and,

WHEREAS the Board of Fire Commissioners have reviewed the estimates, found it is a necessary expense and meets the District’s Procurement Policy; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes the services described in the estimate dated May 9, 2022; and,

RESOLVED that the expenses to be assigned to A3410.406.5 – Building Maintenance and Repair

**10. Other Business/Comments from the Public:**

None

**11. Adjournment:**

Commissioner McConnell made a motion to adjourn at 7:10, seconded by  
Commissioner Keyes

**12. Next Regular Business Meeting:** July 12, 2022 @ 6:30 p.m.

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