

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

October 11, 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
District Treasurer McAdoo	x
Chief Eifert	x
Deputy Chief Lamarco	x
Assistant Chief Militello	

4. Motion to approve Minutes from September 13, 2022 Meeting

Commissioner Turner motioned to approve the minutes from September 13, 2022 Regular Business Meeting; seconded by Commissioner Keyes and carried, 5 Ayes and 0 Nays

5. Resolution to Pay Bills:

Commissioner Kowal motioned to approve payment of invoices shown on the Abstract of October 11, 2022, in the amount of \$58,469.70; seconded by Commissioner Barry and carried 5 Ayes and 0 Nays

6. Correspondence:

- a. Letter from Fishers Fire District Chief Chapman thanking us for our participation in "Climb Aboard Victor"

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:

Commissioner Turner reported on the meeting with the District's Insurance Agent. Recommended we increase umbrella liability and provide a more detailed inventory and cost replacement schedule.

8. Old Business

None

9. New Business:

a. Resolution #2022-0080 - Purchase Authorizations

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

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

No.	Item	Budget Code	Amount
1	Election Postcards	408.7	\$ 950.00
2	Job Shirts (22)	408.16.2	\$ 1,511.00
3	Flow Meter	405.6	\$ 899.00
4	Structural FF boots	405.4.2	\$ 2,084.25
5	Lion "Smartdummy"	403.11.4	\$ 3,199.00
6	Extrication/ Work gloves (30)	405.4.2	\$ 1,514.50
7	Dishwasher replacement	406.5	\$ 6,027.52
8	Softshell jackets (22)	408.16.2	\$ 2,783.78

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 #2022-0081 -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 #2022-0082–Appointment of Election Inspectors.

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

WHEREAS, the Board of Fire Commissioners designated the hours for fire district elections from 6:00 pm to 9 pm prevailing time as part of their adopted election policy;

WHEREAS, pursuant to Town Law §175, the Board of Fire Commissioners must appoint one chairman and between two and four electors to serve as election inspectors for the annual fire district elections;

WHEREAS, Fire District Secretary Hauf has provided a recommendation to appoint three electors in the event one elector has a conflict; now, therefore, be it

RESOLVED, the Board of Fire Commissioners appoints Cecile Brindisi as Chairman and Constance Krauza, Sara Buckbee, & Jonathon Walker as Inspectors for the 2022 Fire District Election, paid \$70 each as compensation of their services, which is the maximum allowed by law; and,

RESOLVED that a copy of this resolution be forwarded to Cecile Brindisi, Constance Krauza, Sara Buckbee, & Jonathon Walker.

d. Resolution #2022-0083 –Authorization to enter into contract for audit services.

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

WHEREAS, in 2019, in compliance with Town Law §181-b, which requires an annual independent outside audit of Fire Districts with budgets over \$400,000 per year, the Victor Fire District selected the Bonadio Group after an RFP process;

WHEREAS, Deputy Treasurer Sean McAdoo has received the annual engagement letter from Bonadio for services including the Audit, preparation of the Annual Update Document (AUD), and closing the 2022 books; and,

WHEREAS, the Board of Fire Commissioners have reviewed Treasurer McAdoo's recommendations to engage Bonadio for the audit, preparation of the AUD, and closing the 2022 books; therefore,

BE IT RESOLVED, the Board of Fire Commissioners authorizes Treasurer McAdoo to sign the engagement letter and arrange for services as needed; and,

BE IT RESOLVED that a copy of this resolution be forwarded to the Bonadio Group

Chief Eifert left the meeting at 7:02 pm

e. Resolution #2022-0084 -Appointment of volunteer Jevelle Hull.

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

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

WHEREAS, Jevelle Hull 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 new volunteer firefighters to serve with the Victor Fire Department and 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 Jevelle Hull to the Victor Fire Department's Hose Company as Firefighter #267 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 Jevelle Hull.

f. Resolution #2022-0085 -Appointment of volunteer Benjamin Davies.

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

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

WHEREAS, Benjamin Davies 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 new volunteer firefighters to serve with the Victor Fire Department and 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 Benjamin Davies to the Victor Fire Department's Engine Company as Firefighter #268

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 Benjamin Davies.

10. Other Business/Comment from the Public:

None

11. Executive Session:

A motion was made by Commissioner Turner, seconded by Commissioner Barry, 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 District Treasurer McAdoo in executive session. The motion was approved; 5 Ayes; 0 Nays

The Board entered executive session at 7:04 p.m.

A motion was made by Commissioner Keyes, seconded by Commissioner Kowal, to exit Executive Session. The motion was approved: 5 Ayes; 0 Nays

The Board exited Executive Session and returned to Open Session at 7:40 p.m. The Board took no action in Executive Session.

12. Adjournment: The meeting adjourned at 7:41 p.m.

13. Next Regular Business Meeting (and Budget Public Hearing): October 18, 2022