

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

December 6, 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	
Assistant Chief Militello	

Tom Simonds

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

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

5. Resolution to Pay Bills:

Commissioner Barry motioned to approve payment of invoices shown on the Abstract dated December 6, 2022, in the amount of \$45,457.49 seconded by Commissioner McConnell and carried Ayes and Nays

6. Correspondence:

none

7. Reports

a. Treasurer Report:

Read and is on file

b. District Secretary Report:

Read and is on file. Secretary Hauf polled Commissioners if anyone wanted to sign up for Commissioner Training and for feedback on recommended 2023 calendar.

a. Chief's Report:

Read and is on file

b. Commissioners Reports:

Chairman McConnell reported to Commission the results and recommendations of the Attorney Search Committee and

j. Old Business

None

k. New Business:

a. Resolution #2022-0094 - Purchase Authorizations

On motion of Commissioner Keyes, 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	Challenge Coins	408.16.2	\$ 1,262.50

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 issuance of a purchase order and the Chief to purchase the items as indicated.

b. Resolution #2022-0095 -Motion to approve budget transfers

On motion of Commissioner Turner, 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 #2022-0096 –Authorization for Firefighters to Attend Crash Course

On motion of Commissioner McConnell, seconded by Commissioner Barry, 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 national level must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, Crash Course Village, a 501(c)3 corporation, based in Dayton, Ohio, provides fire and rescue departments specialized rescue and extrication training;

WHEREAS, Chief Eifert wishes to authorize two firefighters to be named at a later date to attend this training; and,

WHEREAS the Board of Fire Commissioners have reviewed the written justification for attending Crash Course, as shown in Attachment A, and finds that it is necessary, in the public interest, and provides training not available within a reasonable time period or distance within New York; therefore, now, be it

RESOLVED, the Board of Fire Commissioners authorizes Chief Eifert to reserve two seats for the Crash Course utilizing one of the chief's vehicles on May 5 & 6, 2022, at Calamityville Training Complex, Fairborn, Ohio, including hotel rooms for two nights;

RESOLVED; that Chief Eifert submit the names of the recommended members to the Board of Fire Commissioners for their approval prior to the scheduled event;

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 Deputy 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; and,

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

d. Resolution Establishing Position of Paid Training Instructor (part-time). - Tabled

WHEREAS, Town Law §176(11-c) and (18-a) authorizes a Board of Fire Commissioners of a Fire District to employ such persons as may be necessary to effectuate the objects and purposes of the Fire District; and

WHEREAS, the Board of Fire Commissioners of the Victor Fire District has determined that it is in the best interests of the Fire District to establish the part-time paid position of Training Instructor, with such qualifications and duties as set forth in the attached Schedule A; and

WHEREAS, the Board of Fire Commissioners of the Victor Fire District, having given due consideration of such matter and upon due deliberation thereon desires to establish the part-time paid position of Training Instructor within the Victor Fire District; now, therefore, it is hereby

RESOLVED, that the Board of Fire Commissioners of the Victor Fire District hereby establishes the part-time paid position of Training Instructor, with such qualifications and duties as set forth in the attached Schedule A within the Victor Fire District; and it is further

RESOLVED, that the Board of Fire Commissioners of the Victor Fire District shall establish the salary and benefits for the position of paid firefighters to be paid from the budgeted funds of the Fire District; and it is further

RESOLVED, that the Treasurer is authorized to complete the necessary filings be made with the Ontario County Civil Service and as otherwise required by law; and it is further

RESOLVED, that these resolutions shall take effect immediately.

e. Resolution #2022-0097 – Transfer of 2022 Unexpended Funds to Reserve

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

WHEREAS the custom of the Victor Fire District is to provide an analysis of the expenditures at the budget years' end and to move any surplus of funds into reserves so as to ensure long term fiscal responsibility;

WHEREAS Treasurer McAdoo has provided an updated 2022 Budget Worksheet, attached to the Treasurer's Report, showing \$1,374,619 in appropriations against \$1,236,619 in expended and unexpended balance for the 2022 funds, resulting in a surplus of \$138,000;

WHEREAS, in order to maintain fiscal responsibility, the Board of Fire Commissioners desires to move a portion of the unexpended 2022 funds to reserves; now, therefore, be it

RESOLVED that the Board of Fire Commissioners directs that a portion of the unexpended 2022 funds to be transferred to reserves as follows:

A3410.901	Apparatus Repair and Replacement	\$ 35,000
A3410.902	Building Repair and Replacement	\$ 30,000
A3410.903	Equipment Repair and Replacement	\$ 30,000; and,

RESOLVED directs the Treasurer to transfer these funds within ten days of the approval of this resolution.

f. Executive Session:

A motion was made by Commissioner Barry, seconded by Commissioner Kowal, 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 Chief Eifert and District Treasurer McAdoo in executive session. The motion was approved; 5 Ayes; Nays

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

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

The Board exited Executive Session and returned to Open Session at 7:50 p.m.

- l. Adjournment:** The meeting adjourned at 7:51 p.m.
- m. Next Regular Business Meeting:** January 10, 2023