

VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

June 13, 2023, 2023 @ 6:30 PM

1. Call to Order:

The Regular Meeting of the Commissioners of the Victor Fire District was called to order by Commissioner 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 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:

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

Linda Tice

4. Motion to approve Minutes from May 9, 2023 Meeting

Commissioner Keyes motioned to approve the minutes from the May 9, 2023 Regular Business Meeting; seconded by Commissioner Kowal and carried, 5 Ayes and Nays.

5. Motion to Pay Bills:

Commissioner Barry motioned to approve payment of invoices shown on the Abstract of June 13, 2023, totaling \$63,089.57; seconded by Commissioner Keyes and carried 5 Ayes, 0 Nays.

6. Correspondence:

- a. Thank you letter from Chief Chapman and Chief Cirencione
- b. Excellus Rate Increase

7. Reports

a. District Treasurer Report

Read and is on file

b. District Secretary Report

Read and is on file

c. District Chief Report

In addition to the formal report, Chief Eifert reported an ad hoc committee involving Victor, Honeoye Falls, Mendon, Rush, and Fishers Fire Departments have been meeting regarding potential combination into a regional District. The committee is now requesting to make the committee formal. The Commission offered no feedback.

8. Old Business: None

9. New Business

a. Resolution #2023-0052 - Commendation

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

WHEREAS, Victor Fire Department was dispatched with Victor Farmington Ambulance for a crash unknown on the Auburn Trail on May 21, 2023;

WHEREAS, Lieutenant Lucas Gruenfelder and Firefighters Michael Bellinger, Peter Boyer, Mark Haggett, Linda Tice, and Timothy Whitcomb responded;

WHEREAS, responding crews arrived to find a person down a twelve-foot embankment from a fall off his bicycle and with stroke-like symptoms;

WHEREAS, responding crews were able to extricate the patient from the embankment and transfer him to the ambulance gurney;

WHEREAS, the patient, who was diagnosed with a M1 MCA stroke, has since been discharged from the hospital with no lasting effects from the incident;

WHEREAS, the responding crews provided timely, professional, and competent care as part of the chain of care which led to a successful outcome;

WHEREAS, the responding crews were each awarded a Commendation from the New York State Senate and a Certificate of Appreciation from the Town of Victor on June 12, 2023; and,

WHEREAS, the Board of Fire Commissioners desires to acknowledge the dedication and efforts of these volunteer firefighters; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners offers this proclamation of commendation for Lieutenant Lucas Gruenfelder and Firefighters Michael Bellinger,

Peter Boyer, Mark Haggett, Linda Tice, and Timothy Whitcomb for their dedicated service to the Victor community.

b. Resolution #2023-0053 - Purchase Authorizations

On motion of Commissioner McConnell, seconded by Commissioner Keyes, 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	Kitchen Hood cleaning	406.17	\$ 550.00
2	FF Hoods (20)	405.4.2	\$ 1,107.80
3	Structural FF Gloves (10)	450.4.2	\$ 915.00
4	Undercoating Apparatus	404.x	\$ 3,360.00

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

c. Resolution #2023-0054 - Motion to approve budget transfers

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

WHEREAS, to maintain balanced budget lines within the 2023 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 #2023-0055 - Resolution to Hold Public Hearing to Consider Providing Volunteer Firefighters a Partial Exemption from Real Property Taxes for Primary Residences.

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

WHEREAS, Real Property Tax Law (RPTL) §466-a allows a taxing jurisdiction to allow eligible enrolled volunteer members of a fire company an exemption of up to 10% of the assessed value of property the eligible member uses exclusively for his or her residence;

WHEREAS, the Board of Fire Commissioners is dedicated to enhancing the support to the volunteers and encouraging their participation;

WHEREAS, the Fire District Attorney has prepared a public hearing notice and proposed resolution to grant eligible volunteer firefighters a partial exemption from real property taxes pursuant to RPTL §466-a which is fully described in Attachment A; and,

WHEREAS, it appears to the Board of Fire Commissioners that the considering of this benefit may be in the public interest, and a public hearing on the matter should be held for such purposes, pursuant to RBTL §466-a; now, therefore, it is hereby

RESOLVED, that the Board of Fire Commissioners of the Victor Fire District shall convene and conduct a public hearing on July 12, 2023, at 6:00 p.m. at the Victor Fire House, 34 Maple Avenue, Victor, New York, which is within the Victor Fire District, for the purpose of considering the partial real property tax exemption for eligible volunteer firefighters; and, it is further

RESOLVED that the Fire District Secretary give notice of such hearing as provided by law

e. Resolution #2023-0056 –Resolution Declaring Certain Fire Vehicle Surplus Pursuant to Town Law 176(23)

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

WHEREAS, the Victor Fire District (the "Fire District") previously acquired a certain 2018 Ford Interceptor (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 2018 Ford Interceptor (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 #2023-0057 – Authorization for FF 263 to attend advanced training.

On motion of Commissioner Kowal, 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 State Preparedness Training Center in Oriskany, NY, has a Rope Rescue Technician course scheduled August 14 – 17, 2023;

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 operational resources; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes Firefighter Wihlen to attend the Rope Rescue Technician course in Oriskany on August 14 – 17, 2023;

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

g. Resolution #2023-0058 -Appointment of volunteer Riley Hauf.

On motion of Commissioner Turner, 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, Riley Hauf 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 Riley Hauf to the Victor Fire Department's Engine Company as Firefighter #274 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 Riley Hauf.

h. Resolution #2023-0059 – Approval of Injury Reporting Form

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

WHEREAS, in November of 2023, Ontario County notified the Victor Fire District they were discontinuing the administration of injury documentation required by PESH; and,

WHEREAS, it is necessary and appropriate to provide consistent documentation that meets the PESH requirements and District policies; now, therefore, be it

RESOLVED that the Board of Fire Commissioners adopts the Injury Report described in Attachment A;

RESOLVED, that the form be made part of the District Policy Book and be made available in the radio reference room and on the general server; and,

RESOLVED that the Part Time Fire Instructor, provide initial training for all members and employees on the usage of the form within the next sixty days.

i. Resolution #2023-0060 –Resolution to Dispose of Equipment Determined as Waste.

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

WHEREAS, Quartermaster Mark Haggett has provided a list of PPE which no longer serves the need of the Victor Fire Department; and,

WHEREAS, pursuant to Town Law §176(23), the Board of Fire Commissioners has the authority to dispose of equipment, apparatus, or personal property to be longer necessary for the purposes of the Fire District; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners finds that the equipment listed in Attachment A are deemed waste, and that these items have no functional or known intrinsic value;

RESOLVED, that the Chief is authorized to dispose of these assets in a safe, appropriate, and commercially reasonable manner.

10. Public Comments: None

11. Executive Session.

A motion was made by Commissioner McConnell, seconded by Commissioner Barry to enter Executive Session for 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 and invite District Treasurer McAdoo, District Chief Eifert to participate in the session. The motion was approved, 5 ayes and 0 Nays

The Board entered Executive Session at 7:28 p.m.

A motion was made by Commissioner McConnell, seconded by Commissioner Turner, to exit Executive Session. The motion was approved, 5 Ayes, 0 Nays.

The Board exited Executive Session and returned to Open Session at 7:45 p.m. The Board took no action in Executive Session.

12. Next Regular Board Meeting: July 12 @6:30 p.m.

13. Adjournment: 7:46 p.m.