

DRAFT

VICTOR FIRE DISTRICT
Board of Fire Commissioners Meeting Minutes
April 9, 2024, Regular Meeting @5:30 PM
Joint Meeting

The Board of Fire Commissioners held a joint meeting with the Victor Fire Department, Inc., Board of Directors in compliance with the Open Meetings Law @ 5:30 p.m. where they discussed vision and goals for the future. The Board took no action during this meeting.

Attending: Chairman McConnell; Commissioners Keyes, Kowal, and Barry; Fire District Secretary Hauf; Fire District Treasurer McAdoo; Chief Lamarco; Assistant Chief Mark Militello; President Linda Tice; Director Stephen Graham; Director Mark Haggett; Director Glenn Lockwood; Rob Wihlen; Max Mahoney

Regular Business Meeting

1. Call to Order:

A regular meeting of the Board of Fire Commissioners for the Victor Fire District was called to order by Chairman McConnell in compliance with the Open Meetings Law at 6:08 p.m.

2. Pledge of Allegiance:

Chairman McConnell led the Pledge.

3. Roll Call Affirmation of Quorum:

Board Member	Present	Excused	Absent
Chairman McConnell	x		
Commissioner Barry	x		
Commissioner Keyes	x		
Commissioner Kowal	x		
Commissioner Matteson		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 Lamarco	x
Deputy Chief Eifert	
Assistant Chief Militello	x
Fire District Attorney Fingar	

Glenn Lockwood, Linda Tice, Mark Haggett, Stephen Graham, Max Mahoney, Rob Wihlen, Jason Maier, Jack Marren, Mark Militello, Mark Haggett

4. Motion to approve Minutes from March 12, 2024, Meeting

Commissioner Barry motioned to approve the minutes from the February 13, 2024, Organizational and Business Meeting; seconded by Commissioner Keyes , and carried, 4 Ayes and 0 Nays.

5. Motion to Pay Bills:

Commissioner McConnell motioned to approve payment of invoices shown on the Abstract of March 12, 2024, in the amount of \$58,584.94 seconded by Commissioner Keyes , and carried, 4 Ayes, 0 Nays.

6. Correspondence: None

7. Reports

a. District Treasurer Report

Read and is on file

b. District Secretary Report

Read and is on file

c. District Chief Report

Read and is on file

d. Commissioner Reports: Chaiman McConnell reported the rescue truck pre-con meeting is scheduled for July 7, 2024.

e. Town Report: Town Supervisor Jack Marren presented an update on public safety matters in Ontario County

8. Old Business

a. Resolution #2024-041 -Approval of revised MOU with Victor Farmington Ambulance

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

WHEREAS, Chief Lamarco has recommended updating the existing Memorandum of Understanding (MOU) between the Victor Fire District and the Victor Farmington Ambulance to accurately reflect the time an ambulance is staged and to clarify the communication procedure;

WHEREAS, the Board of Fire Commissioners have reviewed a copy of the revised agreement, which is further described in Appendix A; now, therefore, be it

RESOLVED that the Board of Fire Commissioners approves the revised MOU with the Victor Farmington Ambulance; and

RESOLVED that the District Treasurer is authorized to execute any documents necessary for the completion of the filing of the MOU.

9. New Business

a. Resolution #2024-042 - Purchase Authorizations

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

WHEREAS the Board of Fire Commissioners received requests to make the following purchases:

No.	Item	Budget Code	Amount (USD)
1	Nozzles	201.3	3,884.00
2	2771 Alternator	404.6	3,059.07
3	Chief Vehicle Graphics Change	404.8	1,418.49
4	Chief Vehicle GPS	401.8	52.35 (mo.)
5	Floor rewaxing	408.15	2,145.00
6	MDT replacement tablets (6)	203.4	15,911.29
7	"Pony" Length of Hose, various sizes	201.3	1,014.00
8	Hoods (35)	405.4.2	1,758.75
9	Replace 8 Flush Valves	406.5	5,440.00

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.

b. Resolution #2024-043 -Motion to approve budget transfers

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

WHEREAS, to maintain balanced budget lines within the 2024 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 #2024-044 -Approval of attendees, Crash Course

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

WHEREAS, the Board of Fire Commissioners in resolution #24-36 approved reserving two seats at the Crash Course Village training on May 4 & 5, 2024; and

WHEREAS, Chief Lamarco has recommended Lieutenant Mike Bellinger and Firefighter Peter Boyer to attend this course; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners authorizes Lieutenant Mike Bellinger and Firefighter Peter Boyer to attend the Crash Course Training per the conditions listed in Resolution #24-36.

d. Resolution #2024-045 – Resolution to Transfer Funds from Equipment Repair and Replacement Capital Reserve Account to the General Operating Account.

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

RESOLVED, that pursuant to Section 6-g of the General Municipal Law, as amended, the Victor Fire District does hereby authorize the transfer of a sum not to exceed \$20,000 from its Equipment Repair and Replacement Capital Reserve Account to the District's General Operating Account for continued Fire District operations including the replacement of six (6) mobile data terminals and additional nozzles and hoses.

No expenditure shall be made except upon authorization of the Board; and it is further

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

e. Resolution #2024-046 – Acceptance of Trash Services Contract

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

WHEREAS, the District issued a request for proposals for trash removal services on March 12, 2024;

WHEREAS, the Board of Fire Commissioners have reviewed the 3 proposals received and read by the April 4, 2024, deadline, as more fully described in Appendix A; and

RESOLVED that the Board of Fire Commissioners authorizes entering into a one-year contract with K & D Disposal for trash removal services, effective May 1, 2024; and,

RESOLVED that the Treasurer is authorized to sign any documentation necessary to execute the contract.

f. Resolution #2024-047 – Authorization to Surplus Brush Truck Skid Unit

On motion of Commissioner McConnell, seconded by Commissioner Barry, 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 customized brush truck skid unit (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 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 Assets has functional or intrinsic value and therefore directs the Fire District Treasurer to list the Asset with Teitsworth Auction for sale in "as-in, where-is, how-is" condition.

g. Resolution #2024-048 -Authorization to Release Request for Proposals for Repair & Cleaning of EIFS

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

WHEREAS, the Treasurer has drafted a request for proposal for Repair & Cleaning of the EIFS system, 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. Public Comments: None

11. Executive Session:

A motion was made by Commissioner McConnell, seconded by Commissioner Barry, to enter into Executive Session for the purpose of the medical, financial, 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 Lamarco and Assistant Chief Militello into the executive session. The motion was approved, 4 Ayes and 0 Nays.

The Board entered Executive Session at 6:45 p.m.

A motion was made by Commissioner McConnell, seconded by Commissioner Barry, to exit Executive Session. The motion was approved 4 Ayes and 0 Nays. The Board exited Executive Session and returned to Open Session at 7:08 p.m.

The Board took no action in Executive Session.

12. Next Regular Business Meeting: May 14 ,2024

13. Adjournment: 7:09 p.m.