

**APPROVED**

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**THE PITTSFORD FIRE DISTRICT  
February 10, 2022**

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**7:30 PM - Regular Meeting**

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Present: Commissioners Cline, Rickett, Schenkel, Wallace, Willard, and Whelan  
Absent: Commissioners Peets

Also present: Chief Payne, Administer Ockenden, Treasurer Clouser

Commissioner Wallace called the meeting to order at 7:30 PM with a moment of silence for fallen first responders and those who serve in our armed forces around the world.

**Public Hearing**

Commissioner Cline moved, seconded by Commissioner Schenkel, to open a public hearing for the fire district to consider a partial property tax exemption pursuant to Real Property Tax Law Section 466-K

*The motion carried by an Aye vote of commissioners present.*

Chief Payne outlined the purpose of the law; to provide an incentive to recruit and retain first responders by granting a partial exemption from property taxes. In the face of declining numbers of volunteer firefighters statewide, this law was enacted as a way to encourage citizens to become volunteers.

On behalf of the members of the fire department, he recommended that the board of fire commissioners enact this legislation.

At the conclusion of the period of public comment, Commissioner Cline moved, seconded by Commissioner Schenkel, to close the public hearing and refer the matter for consideration by the board.

*The motion carried by an Aye vote of commissioners present.*

**PITTSFORD FIRE DISTRICT  
RESOLUTION  
TO ADOPT PARTIAL TAX EXEMPTION  
PURSUANT TO  
REAL PROPERTY TAX LAW SECTION 466-K**

At a duly called meeting of the Board of Commissioners for the Pittsford Fire District (the "District") held on February 10, 2022, at the Pittsford Fire Station #1, at which time a quorum of the Commissioners was present.

On a motion of Commissioner Schenkel seconded by Commissioner Cline the following Resolution was adopted:

**WHEREAS**, the District's Board of Commissioners wishes to adopt the provisions of Section 466-k of the Real Property Tax Law which would grant a partial exemption from fire district taxes for real property situated in the District and owned by eligible enrolled members of an incorporated volunteer fire company, fire department or incorporated volunteer ambulance service or by such enrolled member and spouse residing in a county have a population of between 735,000 and 750,000 inhabitants based upon and recorded by the two thousand ten federal census; and

**WHEREAS**, the Board of Commissioners has determined that the population of Monroe County was between 735,000 and 750,000 inhabitants based upon and recorded by the two thousand ten federal census; and

**WHEREAS**, the Board of Commissioners duly held a public hearing on February 10, 2022, with respect to the question of whether the District should adopt a resolution providing the partial exemption authorized by Section 466-k of the Real Property Tax Law.

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That that the Board of Commissioners, after having given the public an opportunity to be heard at a public hearing, hereby adopts the provisions of Section 466-k of the Real Property Tax Law, and hereby provides to eligible enrolled members of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service or such eligible enrolled member and spouse residing within the District, a partial tax exemption from fire district taxes, to the extent of 10% of the assessed value of the property.
2. That each incorporated volunteer fire company or fire department within the District shall file a notice annually with the Assessor of each Town in Monroe County where the District is located, certifying its enrolled members with two (2) or more years of service, and listing the number of years of service served by each such enrolled member together with the enrolled member's residence address. The certification shall provide the required information as of the taxable status date for each year (*i.e.*, March 1).
3. That the Board of Commissioners further adopts the provision of such law that grants eligible enrolled members of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrue more than twenty (20) years of active service, as certified by the appropriate authority, the 10% exemption, as set forth

above, for the remainder of his/her life as long as his/her primary residence is located within the District.

4. That it shall be the responsibility of each eligible enrolled member of an incorporated volunteer fire company, fire department or incorporated volunteer ambulance service seeking such exemption to file any required application for such exemption with the Assessor before the taxable status date as may be required by the Assessor.
5. That this partial tax exemption shall apply to assessment rolls prepared on the basis of taxable status dates occurring on or after January 1, 2022.

On roll call vote, the following vote was recorded:

AYES: Commissioners Cline, Rickett, Schenkel, Wallace, Willard, and Whelan

NAYES: None.

ABSENT: Commissioner Peets.

I, Edwin R. Jeffries, Secretary of the Board of Fire Commissioners of the Pittsford Fire District, do hereby certify that the foregoing Resolution is a true copy of Resolution passed by said Commission on said date.

### **Chiefs Report**

-Reported 126 calls year to date, a busier than normal month. Pittsford responded to a large fire in Fairport.

-Reported that the Real Property Tax Exemption had been adopted by all levels of local government.

The board commended Chief Payne and all of those who worked on the tax exemption law for an excellent job. It required many hours of work to organize the effort.

-Reported that the fire district will continue with its current Covid policies.

-Four firefighters will attend a seminar in Geneva

-Recommended approval of four firefighters to attend the FDIC conference

-Recommended approval of a new driver

Commissioner Rickett moved, seconded by Commissioner Schenkel, to approve David Sorrells as a driver for Quint 380 as he had completed all of the required training.

*The motion carried by an Aye vote of commissioners present.*

Commissioner Schenkel moved, seconded by Commissioner Whelan, to approve the attendance of firefighters K. Cline, R. Cline, Hinkle and Hill at the upcoming Fire Department Instructors Conference. The conference will be held April 25-30, 2022, in Indianapolis, Indiana. The mode of transportation will be by air and/or rental vehicle. Lodging, meals, and actual and necessary expenses are authorized.

*The motion carried by an Aye vote of commissioners present, with the exception of Commissioner Cline, who abstained.*

### **Administrators Report**

- A FEMA grant application has been submitted. Awards under the grant will be announced in late summer.
- A portable radio that was stolen was replaced. A partial payment from the insurance company has been received.
- The annual Report of Injuries mandated under OSHA has been posted. There was one minor injury in 2021.
- Pulse Medical is still understaffed due to Covid fallout and not in a position to resume routine firefighter physicals at this time.
- Vehicle 3827 required preventive maintenance and repairs. It has not been an expensive vehicle to maintain and is slated to be in service until 2024.
- Due to some recent concerns over unknown persons loitering behind the fire stations, upgrades are being made to security cameras and monitors.

### **Approval of Minutes**

Following a review, Commissioner Cline moved, seconded by Commissioner Schenkel, the board approved the minutes of the January 13th meeting as amended.

*The motion carried by an Aye vote of commissioners present. Commissioner Willard abstained as he was not present at the meetings*

### **Public Input**

-None

### **Commissioner Cline Report**

- Researching state Cannabis legislation and the impact on fire departments and districts. It is expected that changes to S.O.G.s and department by-laws will be mandated due to the legislation.
- Will be organizing a review and update of district policies and S.O.G.s
- A security monitor has been placed in the ready room at station 2 to allow staff to better monitor the building.
- Reported that the ready room table and chairs are in disrepair. Replacement furniture is expected to cost \$4,700.00.

Commissioner Whelan moved, seconded by Commissioner Schenkel, to authorize the acquisition of replacement furniture, with the fire district and fire department each paying fifty percent of the cost.

*The motion carried by an Aye vote of commissioners present.*

### **Commissioner Peets Report**

- Chairman Wallace reported in his absence that suspicious persons had been seen on numerous times behind station 1. It is believed that they were looking for materials from refuse receptacles. The receptacles have been removed.
- Recognized Administrator Ockenden and Station Manager Neufeglise for work in completing replenishment of tools at station 2.

**Note:** At this point in the meeting Jared Lusk joined the meeting. He was recognized by the board for his tireless work in coordinating the adoption of the Real Property Tax Exemption law. Other agencies in the county utilized his work as a blueprint for pursuing their own efforts. Mr. Lusk recognized Treasurer Clouser for developing a spreadsheet format for computing the tax revenue impact for governments. The spreadsheet was also used county-wide.

### **Commissioner Schenkel Report**

- Stantec has provided a draft Executive Summary, which is being reviewed by the committee prior to distribution to the board.
- Stantec will conduct interviews with district officers, administrators, and personnel to gather input on future fire district needs.
- Is reviewing minor maintenance needs for the 19 North Main structure.

### **Commissioner Rickett Report**

- Reported that engine 3823 has been evaluated by Churchville Fire Equipment. He is reviewing their recommendations for servicing. Churchville has confirmed that the truck is sound and roadworthy.
- Complimented all who worked on the tax exemption plan. The preparation of the law, compilation of statistics, presentations and communication to local governing bodies was a monumental undertaking. The adoption of the law will be instrumental in recruiting and retaining volunteers.

### **Commissioner Whelan Report**

- Work on an update of the district ISO rating is ongoing
- The apparatus committee is studying the viability of having some equipment mounted at the factory to shorten the delivery time of the new engines.
- It is estimated that the pre-construction conference for the engine on order will occur in April
- Will poll firefighters to see if there is a preference for the new engine to be stationed at station 2 should be numbered 383 or 385.

### **Commissioner Willard Report**

- The draft tally of points awarded to firefighters under the LOSAP program has been posted for review. The official tally will be forwarded to Penflex.

### **Commissioner Wallace Report**

- Information from the Village Mayor regarding road and pedestrian projects. The state has said that a median near the DelMonte Lodge may eliminate on-street parking.
- Media updates to the station 2 meeting room will commence on February 11<sup>th</sup>.
- Our I.T. firm is reviewing surplus computer hardware to determine what should be retained or disposed of.
- Reported that he and Commissioner Schenkel had completed their mandated new commissioner training
- To comply with occupational safety mandates, footwear will be added to uniforms issued to station managers
- Discussed in person vs. hybrid board meetings. It was the consensus of the board that meetings would be held in person due to rapidly declining Covid cases and that the Governor had removed public mask mandates

### **Communications**

- Notice from the Pittsford Fire Department of the resignations of firefighters Quentin Tan and Anson Ardieta

### **Unfinished Business**

- None

### **New Business**

-Chairman Wallace noted that the district is studying SAFER and other available government grants

### **Treasurers Report**

-The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.

-Noted that the fire district tax levy should be received on February 16th

-Reported that the annual district audit process is underway. The accountants will present the audit at the March board meeting.

-Funds were deposited for the sale of a surplus Chevrolet Tahoe and as reimbursement from the county for Covid related expenses

-A payment required under the contract for the third engine is due February 14<sup>th</sup>

-Scheduling software for station managers has been implemented

Commissioner Schenkel moved, seconded by Commissioner Cline, to approve the Treasurers report for January 2022 as submitted.

*The motion carried by an Aye vote of commissioners present*

Commissioner Schenkel moved, seconded by Commissioner Wallace, to approve the payment of the audited invoices as submitted, and to add an invoice from Hoselton Chevrolet in the amount of \$1,911.00

*The motion carried by an Aye vote of commissioners present*

Commissioner Willard moved, seconded by Commissioner Schenkel, to transfer \$770,000.00 from the 2022 budget to the Capital Equipment Reserve Fund

*The motion carried by an Aye vote of commissioners present*

Commissioner Willard moved, seconded by Commissioner Schenkel, to authorize an expenditure of \$627,570.00 from the Capital Equipment Reserve Fund to meet a contract payment for a new fire engine

*The motion carried by an Aye vote of commissioners present*

### **Adjournment**

Having no further business to discuss, Commissioner Schenkel moved, seconded by Commissioner Willard, to adjourn the meeting.

*The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:47 p.m.*

*p.m.*

Respectfully submitted,  
Edwin R. Jeffries, Secretary