

APPROVED

THE PITTSFORD FIRE DISTRICT
July 14, 2022

7:30 PM - Regular Meeting

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

Also present: Chief Payne and 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.

Chiefs Report

- Reported 477 calls year to date.
- Commended Assistant Chief Ryan and Captain Cline for command of a serious fire on Esternay Lane
- The Main Street bridge is on, or a little ahead of, schedule
- Presented the line officers recommendations for hose for the next two new pumpers. Following a discussion relative to the process used to evaluate the hoses available, Chairman Wallace asked that Chief Payne confer with the officers who had evaluated the hoses, and moved consideration of the proposal to New Business, later in the meeting.

Administrators Report, reported by Treasurer Clouser

- The building alarm panels at Station 1 and the Carriage House were damaged by lightning and will be replaced under insurance.
- Issues with the phone lines at Station 2 are being investigated
- Annual ladder testing has been completed. Hose testing will commence the week of July 18th.
- Utica National has begun a claim for damage to the 3C-18 vehicle.

Approval of Minutes

Following a review, Commissioner Cline moved, seconded by Commissioner Willard, the board approved the minutes of the June 9th meeting as submitted.
The motion carried by an Aye vote of commissioners present.

Public Input

-None

Commissioner Cline Report

- An exit door at Station 2 is in need of replacement.
- Pulse Medical has resolved staffing issues to the extent that fire district mandated physicals will resume.

-Recommended the replacement of the truck bay heating system at station 2. Parts to repair the current system may be obsolete.

Commissioner Cline moved, seconded by Commissioner Willard, that the board award a contract to R.L. Powers Heating, LLC to replace the upper bay heating system at Station 2 at a cost not to exceed \$20,700.00

The motion carried by an Aye vote of commissioners present

Commissioner Peets Report

-No report, absent

Commissioner Rickett Report

-No report

Commissioner Schenkel Report

-No report, absent

Commissioner Whelan Report

-Reported that factory deliveries of new apparatus are now running twenty-six months due to labor and material shortages.

-New Engine 383 is scheduled to be built in late October pending production issues.

-Reported that he is reviewing projected purchase prices of new apparatus. Inflation and supply chain issues have the potential to drive up future costs, affecting future district budgets.

-Has solicited and is waiting for a proposal from Red Alert to install a software module for preplans.

-A sealed bid was received for the purchase of Engine 383, a 2011 Pierce Rescue/Pumper. After discussion, the Secretary was instructed to unseal the bid and read the contents aloud. The bid, signed by the Mayor of the Village of Naples, New York, was in the amount of \$225,000.00, subject to specified contingencies.

Following discussion, Commissioner Rickett moved, seconded by Commissioner Wallace, to receive and file the bid document. It was further resolved that the bid process being conducted online is still open. The Naples bid will not be formally acted upon until the July 26th Special Election authorizes the surplus and sale of the apparatus, and the contingencies contained in the bid are removed or satisfied.

The motion carried by an Aye vote of commissioners present

Commissioner Willard Report

-No report

Commissioner Wallace Report

-Reported that going forward, Treasurer Clouser will be the point of contact for Information Technology issues.

Communications

-The county Board of Elections has instituted a charge for producing the list of registered voters.

Unfinished Business

-The Special Election to authorize the surplus and sale of a fire apparatus has been scheduled for July 26th. All legal postings have been completed.

New Business

-Chief Payne presented additional information to the board on the rational for the recommendation of the line officers. Discussion occurred on the evaluation of hose to be purchased for the next two engines (excluding Large Diameter Hose). Hose will be purchased for the next two engines as supply chain issues, inflation and delivery delays may cause disruption in availability and increases in cost.

Commissioner Cline moved, seconded by Commissioner Willard, to authorize the purchase of Snap-Tite Gladiator hose utilizing a bid conducted by the *City of Syracuse Fire Department dated 11/17/21, Bid Reference SYGOV-030-21*, in an amount not to exceed \$40,000.00.

The motion carried by an Aye vote of commissioners present with the exception of Commissioner Whelan, who voted Nay.

Treasurers Report

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

-Specific desktop computers will be replaced due to age and insufficient memory to perform needed tasks.

-Is utilizing short term CD's (Certificates of deposit) to receive a better yield on fire district deposits

-A review concluded that the vendor providing information technology services to the district has been satisfactory in service and value.

-Thanked the board for the opportunity to complete a two-day accounting seminar.

-Will suggest updates to the district credit card policy based on New York State recommendations.

-Budget season is fast approaching, with a draft budget due in August and adoption of the Proposed Budget mandated in September. He encouraged Commissioners and staff to forward budget recommendations.

-Current year expenditures are tracking within the 2022 budget plan.

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

The motion carried by an Aye vote of commissioners present

Commissioner Rickett moved, seconded by Commissioner Willard, to approve the payment of the audited invoices as submitted, with the addition of an invoice from the Monroe County Board of Elections in the amount of \$82.50.

The motion carried by an Aye vote of commissioners present

Adjournment

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

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 9:12 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary