

APPROVED

THE PITTSFORD FIRE DISTRICT
August 11, 2022

7:30 PM - Regular Meeting

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

Also present: Chiefs Payne and Ryan

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. Also remembered was Mendon Past Chief and Past Commissioner Al Barnes.

Chiefs Report

- Reported 544 calls year to date.
- The Main Street bridge is expected to reopen soon
- Recommended approval of apparatus operators
- Recommended furnishing portable radio cases & straps for apparatus drivers
- Asked for authorization for firefighters to attend a training course

Commissioner Cline moved, seconded by Commissioner Schenkel, the board approved the purchase of portable radio cases & straps at a cost not to exceed \$1,500.00.
The motion carried by an Aye vote of commissioners present.

Commissioner Willard moved, seconded by Commissioner Cline, to approve firefighters as apparatus operators as they had met the mandated training requirements:
381: Valentine
387: Otero, Hill, and Borden
388: DeCamella

The motion carried by an Aye vote of commissioners present.

Commissioner Whelan moved, seconded by Commissioner Willard, to authorize the attendance of up to six firefighters at a flashover training course to be held in Batavia, NY on September 10, 2022, at a cost not to exceed \$900.00.
The motion carried by an Aye vote of commissioners present.

Administrators Report, reported by Treasurer Clouser

- Annual apparatus service testing and inspections have been completed with no major issues
- The building alarm panels at Station 1 and the Carriage House were replaced under insurance after being damaged by a lightning strike.
- The 3C-18 vehicle was involved in a minor accident while responding to an emergency call. The insurance carrier of the other party has accepted complete liability for the accident and the district expects to be fully reimbursed for the damage. Repairs are expected to begin the week of September 12th.

-Jim Edwards will perform tree pruning at station 2 the week of August 15th. Similar work at station 1 will be scheduled

Approval of Minutes

Following a review, Commissioner Cline moved, seconded by Commissioner Wallace, the board approved the minutes of the July 14th meeting as amended.

The motion carried by an Aye vote of commissioners present, with the exception of Commissioner Schenkel who abstained as he was not present at that meeting.

Public Input

-None

NOTE: Commissioner Peets entered the meeting at this point

Commissioner Cline Report

- An exit door at Station 2 is in need of replacement and pricing is being researched
- Routine district physicals are on hold due to issues with the provider
- The updating of the truck bay heating system at station 2 is being scheduled

Commissioner Peets Report

- Station 1 exterior maintenance is being conducted. Tree trimming will be needed

Commissioner Rickett Report

- No report

Commissioner Schenkel Report

- Beginning to organize the district inspection dinner
- Stantec is compiling input from stakeholders that were interviewed for the district facilities study
- Is engaged in ongoing effort to determine the status of the vacant bank property

Commissioner Whelan Report

- 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 Chairman of the Board of the Cocheton Fire District was in the amount of \$252,000.00.

Following discussion, Commissioner Whelan moved, seconded by Commissioner Schenkel, to award the sale of the vehicle to Cocheton Fire District with transfer to take place on or before December 15, 2022. The sale is pending approval of the Pittsford Fire District Attorney.

The motion carried by an Aye vote of commissioners present

Commissioner Willard Report

- Will evaluate alternative providers to Penflex, the current LOSAP program manager. At times, Penflex has not met the expectations of the fire district.

Commissioner Wallace Report

- Reported new desktop computers have been received to replace outdated equipment
- Waiting for IT equipment impacted by supply shortages
- The district copier lease is up for renewal

Communications

-None

Old Business

-A Special Election to authorize the surplus and sale of a 2011 Fire engine was conducted. District voters approved the surplus and sale.

-Commissioner Willard Inquired as to why the purchase of hose approved at the July meeting had not been made and why the process was stopped. After discussion the hose will be ordered.

New Business

-Commissioner Peets represented the district at the calling hours for Mendon Past Chief and Past Commissioner Al Barnes.

Treasurers Report- (Administrator Ockenden presented the report of the Treasurer)

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

-Returns on district investment of assets have been good year to date

-Encouraged Commissioners and staff to forward budget recommendations. A Proposed Budget must be adopted by September 26th

-Recommended updates to the district Credit Card Policy to comply with mandates and best practices

Commissioner Schenkel moved, seconded by Commissioner Willard, to adopt an updated Credit Card Policy as presented

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Cline, to amend district policy to allow business mileage reimbursement at the levels stipulated by the State of New York and Internal Revenue Service

The motion carried by an Aye vote of commissioners present

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

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Cline, to approve the payment of the audited invoices as submitted.

The motion carried by an Aye vote of commissioners present. Commissioner Cline abstained from voting on an invoice to reimburse her for expenses

Adjournment

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

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:33 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary