

**APPROVED**

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**THE PITTSFORD FIRE DISTRICT  
May 11, 2023**

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**7:30 PM - Regular Meeting**

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Present: Commissioners Cline, Lusk, Rickett, Schenkel, Wallace, and Whelan

Absent: Commissioner Willard

Also present: Chief Ryan, Administrator Ockenden and Treasurer Clouser

Commissioner Wallace called the meeting to order at 7:30 PM with the Pledge of Allegiance and a moment of silence for fallen first responders and men and women in the armed forces serving around the world.

**Chiefs Report**

- Reported 302 calls year to date. Crews successfully revived a patient on East Jefferson Circle
- Recommended approval of a new apparatus operator.
- The new air bottle fill station is on order
- Thanked the district for assistance preparing for the PGA tournament
- Transmitted a letter of support for the Facilities Master Plan
- Circulated a draft of Line Officer Qualifications
- Expressed concern for cooking in Nazareth College dorms where there are no fire suppression systems in place
- Beginning May 22<sup>nd</sup>, Stone Road west of Clover will be obstructed due to a culvert replacement. Henrietta will respond automatically with mutual aid. When that project is complete, construction will shift east of Clover Street. No mutual aid will be needed for that phase
- The radio repeater on Rescue 388 has been repaired
- Researching resources to dispose of old firefighting foam that has been found to be unsafe
- The industry is researching ways to remove dangerous PFAS from turnout gear
- Recommended replacement of portable radio batteries that are four years old and approaching the end of their service life
- The Chief and President spoke to the membership regarding expectations of conduct

Commissioner Schenkel moved, seconded by Commissioner Cline, that the board approve firefighter Chris Howk as an apparatus operator for Engine 383 as he completed prescribed training requirements:

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

### **Administrators Report**

- The Service Coordinator program has been initiated and is proceeding smoothly.
- A new Chevrolet Tahoe previously approved has been received.
- New radio speakers have been installed in the station 1 truck bay and repair to an amplifier will be needed.
- District staff is continuing with spring cleanup and maintenance programs
- Submitted a list of equipment that is obsolete or beyond repair
- Pavement sealing and striping is scheduled for June 13<sup>th</sup> and 15<sup>th</sup>
- HVAC issues at station 2 are being studied
- Fence posts at station 1 were repaired. Rotted posts failed during recent high winds

### **Approval of Minutes**

Following a review, Commissioner Schenkel moved, seconded by Commissioner Cline, the board approved the minutes of the April 13<sup>th</sup> meeting as submitted.

*The motion carried by an Aye vote of commissioners present. Commissioners Lusk and Rickett abstained as they were not present at that meeting*

### **Public Input**

- None

### **Commissioner Cline Report**

- Thanked the district for permitting her attendance at FDIC. Many valued topics were presented. A focus was on decontamination and cleaning of equipment
- Thanked Administrator Ockenden for addressing Rodent issues
- Encouraged available commissioners to attend the upcoming state conference to support a bylaw change to permit proxy voting
- Reported that Firefighter Zampella's son received a Monroe County scholarship

### **Commissioner Lusk Report**

- Commissioners Lusk and Schenkel met with Historic Pittsford to brief them on the Draft Facilities Master Plan. The reception was good, and Historic Pittsford indicated that they would submit a letter in favor of adopting the plan.
- Historic Pittsford requested a presentation on the history of the fire department. Commissioner Rickett will plan a presentation
- The district will attend the Village Board meeting on May 25<sup>th</sup> to present the Draft Facilities Master Plan to them
- Updated the board on efforts to secure the Bank of America property

### **Commissioner Rickett Report**

- A television to enhance training has been installed at the carriage house
- Firefighter Hyland performed maintenance checks on the antique engine.

### **Commissioner Whelan Report**

- Thanked Administrator Ockenden for coordinating the striping and sealing project
- Plantings are being installed in advance of Memorial Day observations

### **Commissioner Willard Report**

- No report, absent

### **Commissioner Wallace Report**

- Notifications of the public hearing on adoption of the Draft Facilities Master Plan have been mailed to adjoining property owners, local governments, and civic leaders
- Sent a communication to Senator Brouk seeking funding for the replacement of air-paks. He followed up with a conversation with her staff, who indicated that they would give the request consideration

### **Commissioner Schenkel Report**

- Reminded the board of the public hearing on the facilities plan slated for May 31<sup>st</sup>. The purpose of the hearing is to gather input to integrate into the final document
- The Facilities Master Plan will require a State Environment Quality Review under law. The SEQR document is being prepared by Statntec
- The new engine on order is projected to be received in late October.
- Quint 380 repairs are projected to be completed in late June

### **Communications**

- Notifications were received from the Pittsford Fire Department of the acceptance of new members

Commissioner Cline moved, seconded by Commissioner Lusk, to approve membership in the fire department of new members pending completion of mandated physicals:

    Ori Mendat, residing at 45 Reitz Parkway

    Tamil Devendiran, residing at 38 Saddlebrook

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

### **Unfinished Business**

- The permissive referendums for surplus and disposal of two Chevrolet Tahoes has been published and posted. No petitions for a referendum have been received with two days remaining in the thirty-day waiting period

### **New Business**

- Commissioner Rickett led a discussion regarding modifications proposed for Engine 3823. The proposal will be given further consideration

### **Treasurers Report**

- The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.
- Invoices for receipt of a new vehicle and PERMA workers compensation insurance policy were included in the invoices to be approved. It was noted that the workers compensation amount declined from the previous year

Commissioner Schenkel moved, seconded by Commissioner Rickett, to approve a transfer of \$45,116.88 from Capital Equipment Reserve to the General Fund

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

Commissioner Schenkel moved, seconded by Commissioner Wallace, to approve the April 2023 Treasurer's Report as submitted

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

Commissioner Schenkel moved, seconded by Commissioner Lusk, to approve the audited invoices as submitted.

*The motion carried by an Aye vote of commissioners present. Commissioner Cline abstained from voting on an invoice she had submitted*

**Adjournment**

Having no further business to discuss, Commissioner Wallace moved, seconded by Commissioner Schenkel, 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