

APPROVED

**THE PITTSFORD FIRE DISTRICT
July 13, 2023**

7:30 PM - Regular Meeting

Present: Commissioners Cline, Lusk, Rickett, Schenkel, Wallace, Whelan, and Willard
Absent: None

Also present: Chief Ryan and Administrator Ockenden

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 468 calls year to date.
- An adapter will be purchased to facilitate use of the fit testing equipment with Scott Air-Paks
- Distributed a summary of call statistics.
- Recruiting is going well, the fire department now has eighty-two members.
- He will be on limited duty after July 24th for a few weeks.

Administrators Report

- Reported that two Chevrolet Tahoes previously declared as surplus were sold.
- Reported that plumbers have been secured for repair work at both stations.
- Studying recurring problems with an aging air compressor at station 2.
- Electrical work has been completed for the installation of the new cascade system
- Recommended paint work to repair railings at station 2.
- Recommended action to dispose of firefighting foam deemed to be hazardous to health
- Hose testing has been completed. Five aging lengths of hose failed testing and were removed from service.
- Ladder testing on 380 and 381 was completed. No issues were noted.

Commissioner Schenkel moved, seconded by Commissioner Lusk, the board awarded a contract for painting at station 2 to D.E. Painting at a quoted price of \$4,500.00.
The motion carried by an Aye vote of commissioners present.

Commissioner Lusk moved, seconded by Commissioner Cline, the board awarded a contract for safe disposal of specific firefighting foam at a quoted price of \$5,143.04.
The motion carried by an Aye vote of commissioners present.

Approval of Minutes

Following a review, Commissioner Schenkel moved, seconded by Commissioner Rickett, the board approved the minutes of the June 8th regular meeting as submitted.
The motion carried by an Aye vote of commissioners present, with the exception of Commissioner Willard, who abstained as he was not present at that meeting.

Public Input

-None

Commissioner Cline Report

-The Board of Elections inquired about using a fire station for early voting over several days.
-The board was asked to host flu clinics. The district was advised that the flu clinic managers would charge the district a fee of \$50.00 for each session.

Commissioner Cline moved, seconded by Commissioner Wallace, fire stations would be made available as polling places only on election and primary days.

The motion carried by an Aye vote of commissioners present.

Commissioner Lusk moved, seconded by Commissioner Cline, the board stipulated that fire stations would be made available for flu clinics provided that the district not incur a fee for doing so.

The motion carried by an Aye vote of commissioners present.

Commissioner Lusk Report

-He will meet with the Town Board on July 18th to brief them on the Facilities Master Plan.
-Monroe County and the Pittsford School District have approved the updated property tax exemption for volunteer firefighters.

Commissioner Rickett Report

-Recognized Firefighters Hyland and Peets for relocating the antique fire engine, and Firefighter Hyland for his assistance maintaining the apparatus.

Commissioner Schenkel Report

-With adoption of the Facilities Master Plan, consideration will now be given to moving to the design phase of the project. He sought permission to begin a bid process to facilitate engaging professional services.

Commissioner Schenkel moved, seconded by Commissioner Wallace, the board approved beginning a process to secure professional design services in relation to the Facilities Master Plan.

The motion carried by an Aye vote of commissioners present.

Commissioner Whelan Report

-No report.

Commissioner Willard Report

-The district inspected and approved the completed repair work to Ladder 380. It is expected that it will be delivered to the district on July 17th.

-The manufacturer of the pumper on order reported that it should be ready for final inspection in early November.

-The final 2022 LOSAP reports have been filed.

-After discussion, the consensus of the board was that current Engine 382 will be retained until such time as the new pumper on order is placed in service.

Commissioner Wallace Report

-As the fire department is using station 1 to host monthly meetings, the district will look into ways to improve the audio quality for those who are participating in the meetings online.

Communications

-None

Unfinished Business

-None

New Business

-None

Treasurers Report

-The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.
-On behalf of the Treasurer, Chairman Wallace reported that the 2024 budget cycle has begun

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

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Rickett, to approve the audited invoices as submitted, with the addition of invoices from the village sewer department (sewer charges), Magic Seal (driveway repair) and Penfield Trophies (accountability name plates)

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Rickett, to recess to Executive Session to discuss a personnel matter

The motion carried by an Aye vote of commissioners present and the meeting recessed at 8:18 p.m.

Executive Session

Commissioner Schenkel moved, seconded by Commissioner Lusk, to reconvene from Executive Session

The motion carried by an Aye vote of commissioners present and the meeting reconvened at 8:40 p.m.

Adjournment

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

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:41 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary