

APPROVED

THE PITTSFORD FIRE DISTRICT
April 11, 2024

Regular Meeting

Present: Commissioners Cline, Khalil, Schenkel, Wallace, Whelan, and Willard
Absent: Commissioner Lusk

Also present: Administrator Ockenden, and Treasurer Clouser

Commissioner Wallace called the meeting to order at 7:00 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.

Commissioner Wallace moved, seconded by Commissioner Schenkel, to adopt Public Officers Law section 106 as it pertains to meeting minutes.
The motion carried by an Aye vote of commissioners present

Note: Commissioner Whelan joined the meeting at this point

Commissioner Schenkel moved, seconded by Commissioner Cline, the board approved the minutes of the March 11th regular meeting as submitted.
The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Cline, to recess to Executive Session to discuss matters of personnel.
The motion carried by an Aye vote of commissioners present and the meeting recessed at 7:05 p.m.

EXECUTIVE SESSION

Commissioner Schenkel moved, seconded by Commissioner Willard, to reconvene from Executive Session.
The motion carried by an Aye vote of commissioners present and the meeting reconvened at 8:40 p.m.

Chief's Report

- Reported 225 Calls Year to date
- Recommended approval of apparatus operators
- Requested approval to purchase pump kits to be used for water problems
- Notified by ISO of an upcoming review of the district
- A trial of BRYX response software will be initiated

Commissioner Schenkel moved, seconded by Commissioner Cline, to approve an operator for Ladder 381 as he had successfully completed mandated training:

-E. Peets

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Cline, to approve an operator for Engine 385 as he had successfully completed mandated training:

-D. Merrick

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Cline, to approve the purchase of kits to be used for addressing water problems at a cost not to exceed \$5,000.00.

The motion carried by an Aye vote of commissioners present

Administrator's Report

-Security cameras can be configured to be accessed by the Sheriff's Office as they requested

-Monroe County expects to pay for Engine 382 around April 25th

-PERMA will present the district with a longevity award at its upcoming conference

-Liquor Liability coverage can be added to district insurance at a nominal cost. The board consensus was to add the coverage, and to ask the fire department to absorb the cost

-Funding from the state grant for air-paks is expected in four to six weeks

-Plumbers and roofers have performed repair work at 9/11 North Main Street.

Commissioner Cline moved, seconded by Commissioner Schenkel, to approve an inter-municipal agreement whereby the Office of Sheriff of Monroe County will be able to access exterior security cameras maintained by the fire district.

The motion carried by an Aye vote of commissioners present

Commissioner Cline Report

-The comment period for proposed OSHA regulations has been extended to June 21st

Commissioner Khalil Report

-Administrator Ockenden received a quote for repairs to the Carriage House Cupola for the sum of \$7,300.00

-Study to digitize district records is ongoing

Commissioner Schenkel Report

-Distributed a draft proposal for the subdivision of properties at and adjacent to station 1.

Commissioner Whelen Report

-Stated that fire apparatus pricing has risen substantially and that the district replacement budget must be adjusted to reflect future acquisition costs.

-Discussed the merits of moving up a class in the district ISO rating and the effort that would be involved.

Commissioner Willard Report

-Distributed the annual report of the LOSAP program as provided by Firefly.

-Engine 385 has an issue with a sensor relay module which is being addressed

Commissioner Lusk Report

-No report, absent

Commissioner Wallace Report

-Monitors have been installed at station 2 which will allow viewing of the station 1 truck bay
-The district will evaluate telephone systems with the goal of improving efficiency while lowering costs.
-Evaluating multi-factor authentication as a part of I.T. security.

Communications

-None

Old Business

-The permissive referendum to authorize the sale of Engine 382 will expire on April 13th.

New Business

-None

Treasurers Report

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

Commissioner Schenkel moved, seconded by Commissioner Cline to approve the transfer of \$855,545.76 from the Capital Building Reserve Fund to the General Fund and to transfer \$10,827.30 from the Capital Equipment Reserve Fund to the General Fund to purchase portable radio batteries.

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Khalil, to approve the Treasurers Report for March 2024.

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Willard, to approve the audited invoices as submitted with the addition of an invoice from MRB Group in the amount of \$2,496.50. The board also directed the Treasurer to withhold payment of an invoice for floor maintenance until issues are addressed.

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Willard, to recess to Executive Session to discuss matters of personnel.

The motion carried by an Aye vote of commissioners present and the meeting recessed at 9:32 p.m.

EXECUTIVE SESSION

Commissioner Schenkel moved, seconded by Commissioner Willard, to reconvene from Executive Session.

The motion carried by an Aye vote of commissioners present and the meeting reconvened at 10:00 p.m.

Commissioner Khalil moved, seconded by Commissioner Cine, to approve the appointment of Station Attendants at a rate of \$26.50 per hour.

The motion carried by an Aye vote of commissioners present.

Having no further business to discuss, Commissioner Willard 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 10:05 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary