

**APPROVED**

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**THE PITTSFORD FIRE DISTRICT  
June 13, 2024**

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**Regular Meeting**

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

Also present: Chief Ryan, Administrator Ockenden, and Treasurer Clouser

Commissioner Willard 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.

**Chief's Report**

- Reported 387 Calls Year to date,
- A trial of BRYX response software has been initiated
- Water problem pump kits have been ordered
- Recommended approval of operators for apparatus

Commissioner Lusk moved, seconded by Commissioner Schenkel, to approve operators for apparatus as they had successfully completed mandated training:

Squad 387: Garber

Engine 385: Coleman and Kirkebye

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

**Administrator's Report**

- Recommended the surplus of equipment.
- Repairs to kitchen equipment at station 2 are being conducted
- The repair or replacement of some HVAC equipment at station 2 is being evaluated.
- A boy scout in search of an Eagle project will be referred to the town.
- Additional new Station Attendants are being recruited.
- Due to long lead times, work to procure a new chief's vehicle by year-end has begun.

Commissioner Lusk moved, seconded by Commissioner Schenkel, to declare as surplus equipment that is obsolete or beyond repair and is of no further value to the district:

13221: EMS suction unit, 11888 and 11889: Prosser pumps, and an inflatable water rescue boat.

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

Commissioner Whelan moved, seconded by Commissioner Schenkel, to appoint Todd Long as a Station Attendant.

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

### **Approval of Minutes**

Commissioner Schenkel moved, seconded by Commissioner Cline, the board approved the minutes of the May 9th regular meeting as amended.

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

### **Commissioner Cline Report**

-The fire department has approved the financing of a rider to the district liability insurance policy.

-Recommended a policy for use of the station 2 meeting room.

Commissioner Lusk moved, seconded by Commissioner Schenkel, to approve a policy for use of the station 2 meeting room with amendments.

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

### **Commissioner Khalil Report**

-The project to repair the carriage house cupola has been completed. Compliments have been received as to the appearance.

### **Commissioner Lusk Report**

-An application has been submitted to the Village of Pittsford regarding the proposed resubdivision of properties adjacent to station 1. A village review will be held on July 10<sup>th</sup>.

-Attorney Weishaar is preparing documentation to facilitate a possible sale of the 19 North Main Street property.

-Proposed engaging a realtor to facilitate the sale of the 19 North Main Street property.

Commissioner Lusk moved, seconded by Commissioner Schenkel, to engage T. Peter Brizee, Realtor, to represent the fire district in certain real estate matters.

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

### **Commissioner Schenkel Report**

-Due to construction, a long-time food vendor who has operated on North Main Street will be displaced. Commissioner Schenkel proposed an agreement to permit the food vendor to conduct his business on district property.

Commissioner Schenkel moved, seconded by Commissioner Khalil, to approve a Vending Agreement with Harladay Hots, Inc. to operate on district property.

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

### **Commissioner Whelan Report**

-A meeting with ISO was held to review the district ISO insurance classification. It is expected that the district will retain its current ISO Class 3 rating.

-The budget planning process for 2025 is ongoing.

### **Commissioner Willard Report**

-The EMS crisis in Monroe County will be the topic of an upcoming meeting of the county fire district officer's association. Concern has been expressed by many fire agencies that dispatching fire companies to compensate for the shortage of available ambulances will overtax fire departments. Chief Ryan echoed this concern and stated that he is not in favor of expanding the types of EMS calls Pittsford answers as this could place a strain on Pittsford firefighters.

### **Commissioner Wallace Report**

-No report, absent.

### **Communications**

- Notification from the fire department of the acceptance of a new member
- Notification from Oak Hill Country Club of the layoff of ninety-seven employees effective September 3<sup>rd</sup>.
- Statement from Teitsworth Auctioneers of funds received for the sale of surplus district equipment.

Commissioner Khalil moved, seconded by Commissioner Cline, to approve the membership of Tyler Merrick, residing at 160 Sylvania Road, as a member of the Pittsford Fire Department pending completion of his district physical.

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

### **Old Business**

-None

### **New Business**

-None

### **Treasurers Report**

- The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.
- The Treasurer stated that funds had been received for the sale of Engine 382 and recommended a deposit and transfer of the funds.

Commissioner Schenkel moved, seconded by Commissioner Khalil, to transfer the sum of \$25,000.00 for the sale of Engine 382 from the General Fund to the Capital Equipment Reserve Fund.

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

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

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

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

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

Having no further business to discuss, Commissioner Schenkel 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 7:29 p.m.*

Respectfully submitted,  
Edwin R. Jeffries, Secretary