

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
5/22/2018**

PRESENT: Commissioners J. Camiolo, T. Coyle, L. Andreano, M. MacKenzie; Fire Chief S. DeRosa, Deputy Chief P. McManus, Treasurer W. Bedford, Secretary Kari Dutton, HR T. Gretzinger, Deputy Treasurer 2 K. Preston

ABSENT: Chairman A. DeCarlo due to illness

PUBLIC: FF M. Hare, FF M. Baxter, FF C. Grierson, FF (Acting Lt.) K. Rauber
Chairman A. DeCarlo called the regular meeting to order at 6:00 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for our departed members.

MOTION BY Commissioner T. Coyle, 2nd by Commissioner M. MacKenzie, To resolve to approve payment of voucher #'s 4185 through 4190 totaling \$8,634.16 as submitted on 5/22/18 by Treasurer Bedford for post audit.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner T. Coyle, To resolve to approve payment of voucher nos.4191- 4218 totaling \$59,119.55 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 5/22/2018.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

(Note: This is \$37 higher than at the meeting due to an entry error on a N. Greece Automotive voucher.)

- Our independent auditors will be finishing the 2017 audit tomorrow.
- There was a discussion regarding sponsoring the July department meeting. Sec. to put motion on next meeting for decision. It is LOSAP distribution night, 2nd Monday of July.

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Camiolo, To amend the motion approving the 4/24/18 meeting minutes. The minutes have been amended by adding in the consolidated resolution numbers and fixing an abbreviation.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

- At the June 21st MCFDOA meeting there will be a county radio system update. All commissioners are encouraged to attend. Motion for attendance at next meeting.

Chief S. DeRosa

2018.4000.37.05.22

MOTION BY Commissioner T. Coyle, 2nd by Commissioner M. MacKenzie, To send Lt. Jason Klein to the State Fire Academy for Instructor Authorization for Aerial Devices from June 4-7 at a cost not to exceed \$200.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.4000.38.05.22

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner L. Andreano, To authorize \$50 expenditure for FF's Dorgan and Woledge to take their national certification exams for Fire Instructor II at the State Fire Academy on May 25th.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

- The Memorial Day Parade for the Town of Greece is scheduled for May 28th at noon starting at Janes & Long Pond Roads. Engine 277 and Rescue 278 will participate along with those marching.

- North Greece participated in the annual DWI Demonstration at Greece Athena HS on May 22nd. Both career and volunteer personnel responded and participated.
- The board approved of R-278 participating in the Spencerport FD Annual Parade on June 7th.

MOTION BY Commissioner L. Andreano, 2nd by Commissioner M. MacKenzie, To move to executive session at 6:15 PM to discuss matters relating to the employment history of a particular person and a potential employee discipline issue.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

- A discussion was held with Treasurer Bedford and all agreed regarding the following items.
 - Payroll will now be processed on Tuesdays, effective May 28, 2018, if Tuesday is not a viable option because of a BOFC meeting, payroll can be processed on Wednesday.
 - Effective immediately, the cutoff date for incoming invoices to be processed at the Board meeting will be Friday at noon, prior to the Board of Fire Commission meeting. The Treasurer will need to make sure that all employees and vendors understand that any invoices turned in after the deadline will be held until the following Board of Fire Commission meeting.
 - Effective immediately, bills will be paid once a month at the first monthly meeting, with the exception of the month of December, when bills will be paid at both meetings to close out the year. The Board will continue to explore options for reviewing bills prior to the first meeting of the month.

MOTION BY Commissioner L. Andreano, 2nd by Commissioner T. Coyle, To resolve to adjourn the regular meeting at 8:33 p.m.

L. Andreano-yes, A. DeCarlo-absent, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

Respectfully submitted,

Kari Dutton, Secretary
Board of Fire Commissioners
North Greece Fire District