

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
3/10/2020**

PRESENT: Chairman T. Emerson, Commissioners M. Beaty, M. MacKenzie, B. Rickman;
Treasurer W. Bedford, Secretary Kari Dutton, Administrator T. Gretzinger, Fire Chief S.
DeRosa, Atty. R. DiRaddo, Deputy Treasurer II K. Preston, Deputy Treasurer A. Hinds
ABSENT: Commissioner Alan DeCarlo
PUBLIC: Union Pres. M. Baxter, Tom Coyle, Joe Camiolo, BC J. Lissow, Sean Hucko, Lawrence
Johnston

The Chairman 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.

- Our independent auditors Sean Hucko and Lawrence Johnston attended the meeting to review the following: 2019 Annual Audit, 2019 AUD, and 2019 LOSAP audit.
- A. Hinds presented an account of our investments to date. Unfortunately, the interest rates have dropped due to the COVID -19 (Corona) Virus. Two suggestions were made: to close the reserve accounts at M&T as they are duplicates of the ones in our investment company and to move away from mailed statements as they are now costing us money every month. The board agrees that these are both good ideas.

MOTION BY Commissioner M. Beaty, 2nd by Commissioner M. MacKenzie, To approve the regular 2/11/2020 meeting minutes.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner B. Rickman, To approve the regular 2/25/2020 meeting minutes.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman – yes Carried

- Plaques were presented to past commissioners Camiolo and Coyle.

Treasurer W. Bedford

- Treasurer Bedford read the monthly financial report, detailing receipts, disbursements, exception report, budget summary, grants, and status of permissive referendums. Financial report appended to minutes.
- There was recommendation regarding modifying the 2020 budget as suggested by our independent auditors in the letter attached. The treasurer presented a proposal to address this. After review the board would like the suggested modifications to the budget made for approval at the next meeting.

MOTION BY Commissioner T. Emerson, 2nd by Commissioner M. Beaty, To approve the monthly financial report as submitted by Treasurer Bedford.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner B. Rickman, To resolve to approve payment of voucher nos. 5564-5599 totaling \$140,048.02 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 3/10/2020. This total includes the addition of invoices from Danny's Decals for \$150 and N. Greece Automotive for \$269.58 that came in today.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

Date	Sent
2/12/20	Letter to Kit Thompson, Frederick Senti, Jr, Joyce Petkus of AFDSNY nominating Ken Preston for 1 st VP of the association, scanned copy to Ken and appended to minutes.
2/26/20	Oath of office for Bill Rickman sent to town clerks of Greece/Parma
Date	Received
3/2/20	Statement of Department Financial Position 2020

Secretary K. Dutton

2020.7000.7.03.10

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner M. Beaty, To approve the update to SOP 1102 (Procurement) to include Comm. Rickman.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

2020.7000.8.03.10

MOTION BY Commissioner M. Beaty, 2nd by Commissioner B. Rickman, To approve the update to SOP 1418 (Ordering corrective safety eyewear). Which updates the media the forms are stored on and removed a redundant sentence regarding who was eligible.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

- March Birthdays were acknowledged: Commissioners Mike Beaty, Tom Emerson, and Alan DeCarlo

IT/Deputy Treasurer A. Hinds

- We changed our backup software service to get a better price.
- The internet at station 3 has been upgraded. We will need new equipment to keep up with the speed of our internet.
- New deputy treasurer project updates were given. He is working on instructions for payroll and investments.
- Andy will be attending Governmental Accounting class next week.
- 100-year anniversary update: We are at the point where we need concrete commitment from the boards to see actual funding so that we can start the project. We would like to make a documentary video, create a book (picture story), promotion, gifts, and the banquet itself. An invitation will be sent to the BOD's for the next board meeting, so we can plan to move forward with both boards to discuss funding.

Administrator T. Gretzinger

- The 2019 LOSAP package and paperwork was completed and has been posted for 30 days with no concerns.

2020.7000.9.03.10

MOTION BY Commissioner T. Emerson, 2nd by Commissioner M. Beaty, To approve the final 2019 LOSAP paperwork and send it to Penflex.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

2020.4000.15.03.10

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner T. Emerson, To send Admin. T. Gretzinger, Chief DeRosa, Commissioner M. MacKenzie, and Commissioner A. DeCarlo, to a free conference held by attorneys Coughlin and Gerhart regarding the 207 labor law at the Doubletree in Rochester on May 11th.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

- Volunteer physicals are being scheduled and should be completed in April/May.

Fire Chief S. DeRosa

- We have had 623 calls year to date, 59% were EMS.

2020.4000.16.03.10

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner M. Beaty, To register Chief DeRosa for FRI 2020 in August at a cost not to exceed \$650 (full registration package and reserve a hotel room).

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

2020.4000.17.03.10

MOTION BY Commissioner T. Emerson, 2nd by Commissioner B. Rickman, To send FF Jeff Champion to NYS Codes Refresher Training in West Webster on May 19-21 at a cost not to exceed \$175.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

- All North Greece radio equipment has been reprogrammed with just a few very minor issues and we are targeting Monday, April 6th to respond on the trunk radio system for single unit calls only.
- Based on cost and timelines, DiVal Safety will be hydrostatic testing SCBA cylinders beginning next month. Ten cylinders at a time will be going to their shop in Buffalo.
- Chief Officers are looking at alternatives to the digital pagers for all membership in the coming months. The current paging system will not be repaired if it breaks down and with the new radio system, it's time for a technology change. The digital pagers are costing the Fire District approximately \$6,000 annually.
- The OHD fit testing machine is back at the factory for annual calibration with a 2-week turnover time.
- The Chief Officers and Tina Gretzinger have reviewed the current pandemic plan for North Greece and the County's Plan and have several matters that are being worked on.
- Stand-by generator sale: The Village of Hilton has verbally offered us \$6,000. The unit is valued at \$7,500 to \$8,000 and was advertised for several months. The board needs something in writing and will note that it is being sold in as is condition.

2020.6000.1.03.10

MOTION BY Commissioner B. Rickman, 2nd by Commissioner M. Beaty, To sell the backup generator at station 2 to the Village of Hilton for a price of \$6,000.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

Commissioner M. Beaty

- Commissioner Beaty is interested in attending the FRI conference in AZ. He will make a request to Commissioner DeCarlo.

Commissioner A. DeCarlo -necessarily absent

Commissioner M. MacKenzie

2020.8000.5.03.10

MOTION BY Commissioner T. Emerson, 2nd by Commissioner M. Beaty, To authorize Commissioner M. MacKenzie to sign paperwork with Howard Hanna listing the 4.7 acre property at 923 Manitou Rd. for sale at the appraised value the district received.

M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

Commissioner B. Rickman

- Update on conversation with Randy Jensen from Lake Shore Fire District regarding consolidation study: There has not been a meeting set up to discuss results of the study. They have not released the proposal outside of the fire chief and commissioners.

Deputy Treasurer II Ken Preston

- OFPC has not come up with regulations for the chief qualifications or the Cancer bill which should have been out.

Chairman T. Emerson

- Steering committee – no updates.
- Strategic planning will be discussed. Walt had put together some plans for our auditors. We really need to work on planning.
- Media platform report – would be a report of our social media which has never been created.
- Our attorney reported that he inquired about a special rider on our insurance to cover litigation cost. The insurance company was convinced to retro-actively date the rider which will cover the first \$10,000. He recommends that we look into increasing it to \$20,000 or \$30,000 when it gets renewed.

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner T. Emerson, To move to executive session at 7:16 PM to discuss matters relating to pending litigation and appointment of personnel.
M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner B. Rickman, To return to regular session at 8:21 PM.
M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

2020.3000.11.03.10

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner T. Emerson, To authorize the hiring of up to 8 additional firefighters in 2020.
M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

MOTION BY Commissioner M. Beaty, 2nd by Commissioner B. Rickman, To return to executive session at 8:30.
M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

MOTION BY Commissioner T. Emerson, 2nd by Commissioner M. MacKenzie, To resolve to adjourn the regular meeting at 8:51 p.m.
M. Beaty-yes, A. DeCarlo-absent, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried

Respectfully submitted,

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