

**NORTH GREECE FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
1766 Latta Road Station #2  
5/12/2020**

**PRESENT:** Chairman T. Emerson, Commissioners Alan DeCarlo, M. Beaty, M. MacKenzie, B. Rickman; Treasurer W. Bedford, Secretary Kari Dutton, Administrator T. Gretzinger, Fire Chief S. DeRosa, Atty. R. DiRaddo

**ABSENT:**

**PUBLIC:**

Chairman called the regular meeting to order at 5:58 p.m. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for our departed members. This meeting was held virtually and was live on our website for the public to view due to the restrictions from COVID-19

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**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. MacKenzie, To approve the regular 4/14/2020 meeting minutes.

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

**MOTION BY** Commissioner M. Beaty, 2<sup>nd</sup> by Commissioner A. DeCarlo, To approve the regular 4/28/2020 meeting minutes.

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

**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. Note that there is an invoice from North Greece Automotive with an error in the report. The same amount was down for 2 different invoices. One invoice was for \$254.13 instead of \$98. Secondly, there are 17 or 18 from Bob Floyd for maintenance on the vehicles that total just over \$23,000 which exceeds the \$10,000 rule of 2 signatures. Paying these bills online will not allow for that.

**MOTION BY** Commissioner B. Rickman, 2<sup>nd</sup> by Commissioner M. Beaty, To approve the monthly financial report as submitted by Treasurer Bedford.

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

**MOTION BY** Commissioner M. Beaty, 2<sup>nd</sup> by Commissioner B. Rickman, To resolve to approve payment of all vouchers totaling \$46,231.68 as submitted by Treasurer Bedford subject to approval and audit by the Board of Fire Commissioners on 5/13/2020.

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

- The board will review vouchers before the next meeting so that the bills are audited prior to the motion.

<b>Date</b>	<b>Sent</b>
4/30/20	Subsidiary Ledger, General Ledger, 2015.2016.2017.2019 Audit, 2016,2020 adopted budget, 2019 credit card statements to FF Union Sec. S. McCafferty
5/4/20	Sympathy card to BC J. Lissow on the passing of his grandmother.
<b>Date</b>	<b>Received</b>
4/17/20	Subsidiary Ledger, General Ledger, 2015.2016.2017.2019 Audit, 2016,2020 adopted budget, 2019 credit card statements

### **Secretary K. Dutton**

- The Department Board of Directors will be invited to the June 9<sup>th</sup> board meeting to discuss how we will pay for the 100<sup>th</sup> Anniversary Celebration and to give a yearly plan of the department for use in planning and budgeting.

### **IT/Deputy Treasurer A. Hinds**

- Things are going well working remotely. He is currently making a list of things that need to get done once he returns to the station. Fire Safety Educator Karie O’Gara is doing a great job on our social media platforms. Over the past 30 days N. Greece Fire District posts have shown up in 19,000 Facebook feeds.

### **Administrator T. Gretzinger**

- The governor announced the state 4 phase reopening starting May 15<sup>th</sup> for our area. Administrative support is in phase 2. The tentative plan is for our administrative staff to continue to work from home until phase 2. They will then return to the office on a rotating basis: possibly 2 working every other day and the other 2 home and then switching.
- The governor outlined new safety precautions and having a reopening plan document. She is currently working on a reopening plan. This document will merge with Chief DeRosa’s plan. Drafts will be sent for commissioner Input.
- Well Now Urgent care is offering testing for active COVID-19 and those with antibodies. This testing is covered under all insurance policies. Members just need to walk in. Employers can mandate testing, but N. Greece concurred that this would not be a good idea. Once testing is mandated by the employer insurance will not cover it. This information will be sent out to employees. They can share testing results with us, but are not required to
- Volunteer physicals have not been done yet. Per Rochester Regional Health rules, pulmonary function testing could not be performed. The Administrator will touch base with Pulse to see when they think they will start scheduling.

### **Fire Chief S. DeRosa**

- The chief as thanked for all his hard work.
- Comm. Emerson asked when volunteers would be able to respond again. Group 5 and 6 returning to normal will probably be June 1<sup>st</sup>. He could not speak for drills at this point as groups of larger than 10 will not be for a while. Almost everyone is at their points this year due to the laws set down by the state.
- There have been 1,065 calls year to date, 56% EMS. Calls are down 258 from the same period last year, primarily due to the COVID-19 shutdown.
- As of today, most of the parades for this summer have been cancelled, Hilton FD being the most recent. We are awaiting word on the Hamlin Parade for later this summer and will advise everyone. NYS Chiefs Conference is cancelled and it seems IAFC in August is also going to be cancelled.
- State and County training are being discussed for a re-start sometime in June. This will hopefully get our recruits back on track. The PSTF is set to open by the second week of June with reduced class sizes.
- As of today, the entire fleet had their spring PM Inspections and associated repair work completed, this including brake work to 2 vehicles. The small vehicles in the fleet are being done this week and we should be done until fall. Pump testing is also completed with no issues.
- Tomorrow, Servpro Company will be coming to North Greece to sanitize the interiors of all front-line fire apparatus at no cost. Servpro is doing this for all the fire departments in the County, again, free of charge, in their effort to give back. Cleaning is a big part of the re-opening and we are trying to stay ahead of the curve on this component of re-opening. Servpro has been asked to provide estimates to sanitize each fire station, using UV technology.

- The Board was sent a draft document for returning to normal operations. This was revised by the Planning Group and resent to the board for their review and any related discussion. The board needs to review the document sent today and respond back to the Chief with any thoughts or comments by Friday, May 22nd. As the document shows, most of our activity will begin to resume on June 1st. Doing this allows for the 14-days past May 15th to assure the infection rate and new virus cases do not increase.
- The process to apply for reimbursement for pandemic expenses has not been successful to date. North Greece has approximately \$5500 in expenses from the pandemic, most of which are supplies and PPE. The Chief will continue to try; however, the FEMA website and application process are not user friendly and many are having difficulty maneuvering through it. State Chiefs, specifically, Career Fire Chiefs Group and the Eastern Division of IAFC are all communicating to see what can be done to get everyone through this. More to follow.
- The gear extractor for Station 3 has been delivered and installed, as is the washer and dryer. Once a bill from Churchville Fire Equipment comes, we can process reimbursement from PERMA. Special thanks to Commissioner Beaty and Tom Chugg on this project.
- Battalion Chief Battaglia will be going out for gall bladder surgery on Monday, May 18th and is expected to be out of work anywhere from 2-6 weeks.
- Online volunteer training will continue for the month of May. This has received good reviews and comments.
- The Chief's vehicle should be ready in a few weeks. One of the Tahoe's was sold to a fire department in Pennsylvania and second one should be going on the market in the next 30 days.
- Volunteers are expected to return for calls in phase 2 with restrictions.

#### **Commissioner M. Beaty**

- The Chief, Tom Chugg, and Comm. Beaty met with paving contractors this week and did a walk around house 1 to get estimates for paving work. Three more paving contractors have not responded. They are just getting estimates and gaining knowledge to help with writing the scope of the project.

#### **Commissioner A. DeCarlo**

- Correspondence was received that the lawsuit has been postponed to August 13<sup>th</sup>. Atty. R. DiRaddo asked to be available to listen to arguments but has not heard back yet. There is no need for Commissioner DeCarlo to attend.

#### **Commissioner M. MacKenzie**

- Commissioner MacKenzie was thanked for all his work on personnel. Tina was thanked for all the hard work and keeping him in the loop.
- There was discussion on the May 26<sup>th</sup> meeting. It was decided to keep this date as an online meeting. The Board of Directors will be asked to attend the June 9<sup>th</sup> meeting to discuss paying for the 100<sup>th</sup> anniversary and presenting their yearly plan for budgeting purposes.

#### **Deputy Treasure 2 Ken Preston**

- There has been confusion regarding the LOSAP program. The State association has proposed legislation for clearer directions. This will be written within the law itself should a situation like this arise again.
- A Pilot for New Commissioner Training will be offered on Saturday May 16<sup>th</sup> as a webinar. 50-100 people are waiting to take it. It will be taught by four attorneys one of whom is Ray DiRaddo. He was thanked for participating. Each will present for 90 minutes.
- Coffee with Commissioners on Saturday at 9AM is well attended. Will continue through May and may offer it once or twice a month after that.

#### **Commissioner B. Rickman-NoReport**

**Chairman T. Emerson**

- Station 3 new cleaning equipment looks excellent. It was an amazing addition to the system there.

**MOTION BY** Commissioner M. Beaty, 2<sup>nd</sup> by Commissioner M. MacKenzie, To resolve to adjourn the regular meeting at 7:01 p.m.

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

Respectfully submitted,

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