

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
Held Virtually
1/12/2021**

PRESENT: Chairman T. Emerson, Commissioners Alan DeCarlo, M. Beaty, B. Rickman, M. Stolte; Treasurer W. Bedford, Secretary Kari Dutton, Administrator T. Gretzinger, Fire Chief S. DeRosa, Atty. R. DiRaddo, Deputy Treasurer K. Preston, Deputy Treasurer 2/IT A. Hinds

ABSENT:

PUBLIC:

Chairman called the regular meeting to order at 6:01 p.m. This meeting was held virtually in accordance with Executive Order 202.1 of 2020 issued by Governor Andrew Cuomo in response the Coronavirus COVID 19 crises. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for all those affected by COVID.

- A reminder was given that the public is watching our meetings. There were over 100 views of our organizational meeting.

MOTION BY Commissioner M. Beaty, 2nd by Commissioner W. Rickman, To approve the regular 12/8/20 meeting minutes.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

MOTION BY Commissioner W. Rickman, 2nd by Commissioner A. DeCarlo, To approve the regular 12/29/20 meeting minutes.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - 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.
- Yearend financial reports are appended to these minutes. The audit and modifications are not complete so they would be considered a draft until the auditors give the report to the district and the district accepts.
- Attention was directed to the balance sheets of both reports.
- The treasurer is in the process of writing a RFP for auditing services.

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

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

MOTION BY Commissioner M. Beaty, 2nd by Commissioner W. Rickman, To resolve to approve payment of voucher nos. 6043-6065 totaling \$26,536.07 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 1/12/2021.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

Date	Sent
12/10/20	Certificate of Election results sent to town of Greece and Parma clerks via courier Tom Chugg.
12/15/20	Fire report for 161 Skycrest to Eric Hobbs – 2 nd send
12/15/20	Letter to commissioner elect Wm. Rickman notifying of election and commissioner training
12/15/20	Letter to commissioner elect Mark Stolte notifying of election and commissioner training
12/17/20	Certificate of Election Results copy to Gino Fanelli from CITY news

12/31/2020	Partial J. Camiolo Foil sent voter sign in and power point turned into .pdf of budget hearing presentation. The voter rolls were sent 1/6/21
1/12/21	Audio and video recording shared with Stephen Carter from 1/5/21 Org meeting
Date	Received
12/15/2020	2 nd Foil request from Lexis Nexis Eric Hobbs for Fire report at 161 Skycrest Drive on 8/17/2020
12/29/2020	Joe Camiolo FOIL request: Power Point from budget hearing, Voter sign in from Election, Voter rolls - unsigned
12/?/20	Legal retainer fee letter from Mark C. Butler for 2021
1/6/21	FOIL request from Stephen Carter for 1/5/21 Organizational Meeting Minutes (after approval), audio and video recording

Secretary K. Dutton

- The board will continue the review of all policies a few at a time.
 - The Board of Fire Commissioners Rules and regulations was reviewed. It is the Chief's responsibility that the Commissioners' Rules and Regulations are known by every member. District financial support of the Department will be suspended if the Commissioners' Rules and Regulations are not included in the Department Bylaw book.

2021.7000.11.01.12

MOTION BY Commissioner M. Beaty, 2nd by Commissioner W. Rickman, To approve the revisions to SOP 1005 Fire Commissioners Rules and Regulations.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

- The treasurer and our auditors have reviewed the Investment Policy and are satisfied that it meets our current process.

2021.7000.12.01.12

MOTION BY Commissioner T. Emerson, 2nd by Commissioner M. Beaty, to approve SOP Admin 1105 Investment Policy as it stands.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

- A FOIL request has been received from Stephen Carter for the January 5, 2021 Board of Fire Commissioner meeting minutes after approval, recording and video of the meeting.
- There is no need to schedule a report from the Board of Directors currently.

Treasurer Walt Bedford

- The treasurer suggests a team to review and streamline our purchasing policy to reflect what we are currently doing today. The secretary will document that we need to work on it as a future action item.

IT/Deputy Treasurer A. Hinds-No Report

Administrator T. Gretzinger

2021.7000.13.01.12

MOTION BY Commissioner T. Emerson, 2nd by Commissioner M. Beaty Motion to approve the 2021 employee handbook as revised. The only change reduced the time allotted to leave work to vote to 2 hours as reflects the state law change.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

- This handbook will be distributed tomorrow.
- The board was asked if the new LOSAP provider can send out member payouts when completed rather than waiting to distribute them at the July department meeting as in the past. The administrator is in favor of this and the board agrees with moving toward this. She will ask if we will be notified when a check is sent out. She is currently updating the mailing list for recipients.
- The board discussed the LOSAP legislation allowing us to award up to 5 points per month when volunteers are in shut-down. We will wait to see how long we are going to be in this situation. We have until the end of April to make the resolution. At this time there is no new information on when we may open again.

Fire Chief S. DeRosa

- There have been 85 calls year to date, 68% are EMS, which is up 20% in a month. There is an obvious uptick in EMS calls the past 2-months due to increased medical issues due to COVID and the flu. We were not responding, and codes are now getting changed and we are going on more calls.
- COVID 19 update: to date, North Greece has had 49 members, both volunteer and career, receive the first vaccination. We just heard that we could start scheduling the second vaccination.
- Plaques honoring Commissioner MacKenzie's service as commissioner are in.
- FF Gary DiMora's last day is the 28th of this month after 26 ½ years of service. He would like his group to stop in and have lunch or coffee on his last day.
- Commissioner Rickman will add his signature to the Vehicle Purchase Proposal for the replacement Duty Officer Vehicle approved last month. The paperwork was delivered by Van Bortel yesterday.
- The 2008 Chevrolet Van is now stripped and ready to be put out for sale, pending the Board's approval of the asking price. BC Knapp researched this and is requesting to put an opening asking price of \$8,500 minimum for the Van. The board is good with that as a minimum price.
- We have a tentative target date of Saturday, February 27, 2021, for Recruit Firefighter Graduation Ceremonies. Details will follow throughout the month. This will be done in blocks of 3 at a time.
- The St. Paul Fire District did remand the \$1,000 for their recruits in the class. We are awaiting payment from Batavia Fire.
- The Chief requested permission to spend \$550 to participate in the Eckert Fire Tactics as a sponsor for a weekend long training series at North Greece. The payment gives us four spots in the class for the weekend training programs offered the end of February at the training grounds. This price includes meals.

2021.4000.1.01.12

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner T. Emerson, To allow 4 firefighters to participate in the Eckert Fire Tactics class held the last weekend of February at the training grounds. *M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried*

- A Fire Police Lieutenant and his wife are currently hospitalized and being treated for COVID related pneumonia.

Commissioner M. Beaty

- He will be meeting with the chief and John Radisi from Christa Construction to go over work that needs to be done at station 2: the parking lot, concrete pad, and additional pads for dumpsters.
- The water authority is forming a cover for that valve out in the parking lot. It weighs 18 ton and will take 14 days for it to cure. It should be put in by the end of the month.

Commissioner A. DeCarlo-No Report

Commissioner B. Rickman

- The chief and commissioner Rickman will discuss the possibility of replacing the van that is being sold.

Commissioner M. Stolte-No Report

Chairman T. Emerson

- 2021 commissioner assignments will be discussed after the meeting with our attorney.
- Commissioners were encouraged to register for the Symposium in the sun free virtual conference.

Deputy Treasurer 2 K. Preston

- The governor has extended virtual meetings until the end of January.
- A reminder to newly elected commissioners that the AFDSNY new commissioner training is being held at Brighton on Feb. 20th. (Commissioner Stolte is signed up to take this course. Commissioner Rickman has already taken his.)

Closing Discussions

- Steve Johnson is the new fire chief at Ridge Road.
- Shaun Freeman is the new chief at Lakeshore as of last night.
- There are no updates on the appeal from CHS, if no briefs are filed, the appeal disappears.
- The Long Pond GVA site has been sold.

MOTION BY Commissioner M. Beaty, 2nd by Commissioner W. Rickman, To resolve to adjourn the regular meeting at 6:53 p.m.

M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, W. Rickman, M. Stolte - yes Carried

Respectfully submitted,

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