

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #1
2/9/2021**

PRESENT: Chairman A. DeCarlo, Commissioners Alan DeCarlo, T. Emerson, M. Beaty, B. Rickman, M. Stolte; Treasurer W. Bedford, Secretary Kari Dutton, Administrator T. Gretzinger, Fire Chief S. DeRosa, Atty. R. DiRaddo (online), Deputy Treasurer 2/IT A. Hinds (was there for 15 minutes)

ABSENT:

PUBLIC: able to view online

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.

MOTION BY Commissioner W. Rickman, 2nd by Commissioner M. Beaty, To approve the 1/5/2021 organizational meeting minutes.

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

MOTION BY Commissioner M. Beaty, 2nd by Commissioner M. Stolte, To approve the regular 1/12/2021 meeting minutes.

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

MOTION BY Commissioner W. Rickman, 2nd by Commissioner M. Beaty, To approve the regular 1/26/2021 meeting minutes.

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.
- Treasurer noted the "Unassigned Fund Balance" as documented of 1.1 million (this number has remained stagnant for several years) was insufficient to operate in 2021 while waiting for the Tax Levy checks from the Towns of Greece and Parma. Fortunately, there are sufficient funds based on some monies because of coming in just under our projected 2020 budget that will be utilized. He will be recommending to the BOFC for the 2022 year, an increase of monies in the "Unassigned Fund Balance". Further attention to this item will be forthcoming once the tax levy checks are deposited and a firm number as to what was spent in 2021 from the "Unassigned Fund Balance".

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

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

MOTION BY Commissioner M. Beaty, 2nd by Commissioner W. Rickman, To resolve to approve payment of voucher nos. 6092-6120 totaling \$16,389.45 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 2/9/2021.

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

Date	Sent
1/14/21	Letter to Dept. Pres regarding district contribution to 100-year celebration left for Beaty signature. He is to place it in the mailbox
1/14/21	Hand delivered oaths of office to the town of Greece and Parma for: Secretary, Treasurer, Commissioners, Deputy Treasurers
1/20/21	Incident report sent for Subpoena for 12/31/20 PCR from 305 Affinity Lane to Jessica Wagner at the MC District Atty. Office.

2/3/21	Fire Report for fire at 161 Skycrest on 8/17/21 to Eric Hobbs, Lexis Nexis
2/9/21	Incident report sent for request for Anthony Wentz at 433 Stowell Drive. No PCR made.
Date	Received
1/13/21	Subpoena for 12/31/20 PCR from 305 Affinity Lane
2/3/21	FOIL request for fire at 161 Skycrest on 8/17/21
2/8/21	FOIL request department bylaws from Joe Camiolo
2/9/21	PCR Request for Anthony Wentz at incident at 433 Stowell Drive, 1/13/21

Secretary K. Dutton

2021.7000.15.02.09

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. Beaty, to approve revisions to SOP 1009 Records Management, 1004 Media Information Release, 1438 Social Media, and yearly review of 1011 Computer Security Breach (no changes made).

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

2021.9000.1.02.09

MOTION BY Commissioner M. Stolte, 2nd by Commissioner M. Beaty, To endorse Ken Preston for President of the AFDSNY. An approval letter to be sent to Administrator Kit Thompson, copies to President Frederick Senti, Jr., Secretary Joyce Petkus and the MCFDOA President Ken Bowers.

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

IT/Deputy Treasurer A. Hinds-No report

Administrator T. Gretzinger-No Report

Fire Chief S. DeRosa

- There have been 302 calls year to date, 65% of those were EMS. There has been an uptick in EMS calls largely due to the pandemic and its effects.
- Skywave Communications has completed their work for station alerting at Headquarters.
- The second dose of the COVID-19 vaccine is now completed for everyone at North Greece.
- West Fire Systems has completed their programming and are now monitoring all fire stations and the training facility.
- The final group will attend the rescue task force training at the PSTF tomorrow afternoon.
- GPD SWAT will be using the training grounds on Thursday, February 11th, during the morning hours.
- Fire Police Officer Ray Barnard continues to improve but remains hospitalized.

Commissioner M. Beaty

- The fire chief was thanked for scheduling and getting all personnel their inoculations.
- Electronic sign research is underway. He has spoken with a few sign companies and received information from Christa Construction with recommendations for electronic signs.
- Quotes for a new tractor are in process.
- Monroe County Water Authority has installed the 18-ton cover at station 2. It is 2 inches high on one end and 8 inches on the other end. Their engineer said it is backfilled with crusher run and tamped and will be visibly marked. They will cut the existing asphalt around it and bring the grade up to the top of the vault to make a transition.

Commissioner B. Rickman-No Report

Commissioner M. Stolte

- Reviewed all financial accounts with the treasurer for January.

2021.8000.3.02.09

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. Beaty, To approve the RFP document and legal notice for posting for auditing services for 2021-2024.

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

- The secretary and administrator will research to see if we've already made a motion to approve volunteer firefighter coverage for Good Samaritan volunteer firefighters.

Commissioner T. Emerson-No Report

Chairman A. DeCarlo

- Commissioner responsibilities changes will be made by the Chairman.
 - Tom: LOSAP, election, health and safety, fire safety
 - Mike: Equipment, miscellaneous equipment and vehicle maintenance
 - Mark: EMS
 - Alan: Uniform and training/travel
- The district has prepared a plan for infectious disease called the COOP plan. A copy will be sent to our attorney.

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. Beaty, To move to executive session at 6:28 PM to discuss matters related to personnel hiring/firing.

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

MOTION BY Commissioner M. Stolte, 2nd by Commissioner A. DeCarlo, To resolve to adjourn the regular meeting at 7:13 p.m.

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

Respectfully submitted,

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