

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
3/23/2021**

PRESENT: Chairman A. DeCarlo, Commissioners M. Beaty (videoconference), T. Emerson, B. Rickman, M. Stolte; Fire Chief S. DeRosa, Treasurer W. Bedford, Secretary Kari Dutton, Administrator T. Gretzinger

ABSENT: Deputy Treasurer/IT A. Hinds

PUBLIC: M&T - Kris Kelly, Leanna Bish, Joe Camiolo, FF Tim Donnelly and his father Kevin Donnelly, FF M. Hare, BC K. Helfer, Capt. J. Klein, FF A. Horowitz, FF N. Rector, Auditors: S. Hucko, L. 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.

- Firefighter Tim Donnelly was sworn in. He was unable to make his graduation ceremony earlier this year.

PUBLIC TOPICS

- Joe Camiolo addressed the board over his concern at a lack of items on the agenda for the public to view ahead of time.
- There was a M & T Bank Fraud Prevention Presentation presented and appended to these minutes. It focused on their Positive Pay service which allows M&T to match checks against a file provided to the bank with pertinent information on it. The bank crosschecks with every check, if something looks wrong the bank will contact to see if you want it paid or not. This is the most secure protection for checks. Alerts are customizable. Another option is reverse positive pay putting the liability back on us. We would check the list daily and look for ourselves. You would have one day to review before it clears. There is an option to block any checks written out of non-check writing accounts called check block. ACH protection monitor, create a list of vendors that are allowed to pull from the account. ACH account number masking creates a pseudo account number, so it's not exposed for customers to use inappropriately. Cost is approximately \$75 per month.
- 2020 audits reviews of the AUD filed February 25th, LOSAP, & Annual Audit by Lawrence Johnston and Sean Hucko. There are no red flags in these.

MOTION BY Commissioner M. Stolte, 2nd by Commissioner T. Emerson, To resolve to approve payment of voucher nos. 6170-6193 totaling \$77,629.89 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 3/23/2021. This includes a bill for \$13,655 paid to Firefly that came in today.

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

2021.7000.21.03.23

MOTION BY Commissioner T. Emerson, 2nd by Commissioner A. DeCarlo, To approve the revision of SOP 1000 (Mission Statement).

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

- A MOU for vacation and comp buyback was proposed with the officer's union. This ties up loose ends and matches with the firefighter contract. It changes payouts for vacation buyback and comp buyback. We are currently on 2 different schedules. The officers are open to agreeing to have mirroring wording. This will make administration easier.

Admin. T Gretzinger

2021.7000.23.03.23

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner W. Rickman, TO accept the MOU for comp and vacation buyback with the officers' union.

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

- NYS just passed legislation requiring paid leave for those wanting to get vaccinated for COVID 19 which is in effect through 12/31/2022. This can't be taken from employees paid time off banks. They are allowed 4 hours for a single dose and 8 for the 2-dose. The administrator will amend the employee handbook to cover this time off. The board will need to approve the revision.

Chief Sam DeRosa

- The Quantifit Fit Testing Machine was returned to the factory today for recalibration and repair to a leaking regulator gasket. This is an annual requirement and is budgeted for.
- Most of the digital pagers are now turned off, there is one digital pager per station for the on-duty officer to carry, should the CAD System go down in the coming times. This change should reflect a \$1,500 reduction in cost per quarter.
- The new County CAD System is running as of Sunday, March 14th. North Greece and many of the fire agencies have seen a cadre of issues with the new system and the ECD and County are making changes and repairs as required.
- There will be 2 revised SOP's and 3 retired SOP's brought up for approval at the April 13th meeting. Board members received the revisions via email earlier today for review.
- Tom Chugg may have jury duty this month. He will report tomorrow.
- Update on CHS lawsuit: They are currently waiting for appellate court judge which could take up until the end of the year.

Commissioner T. Emerson

- Commissioner Emerson has been working on avenues to get grants for LED signs with Senator Jeremy Cooney, Assemblyman Josh Jensen, Congressman Joe Morelle, and National Fire Administrator Keith Bryant. The Chief asked to coordinate this with him as he is looking at grants for SCBA's next year.
- The Health and safety committee is meeting tomorrow.

Commissioner M. Beaty

- The chief brought up a few things that need attention, the training ground and the ice machine at HQ.
- Commissioner Emerson was thanked for looking into grants for the LED signs.

Commissioner M. Stolte

- Sec. Dutton will help to coordinate a meeting with Department Board of Directors. We believe it is to continue discussing the future of the fire department. Progress has been made with discussing consolidating some functions with Lake Shore and Barnard. Commissioner Stolte, Emerson, and the chief can attend on Saturday mornings.

2021.8000.4.03.23

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. Stolte, To modify our budget to allocate the 2020 Unassigned fund balance as follows:

- \$200,000 - from NYClass 01 Savings General to NYClass 03 Reserve Capital Construction.
- \$300,000 - from NYClass 01 Savings General to NYClass 04 Reserve Capital Equipment.
- \$200,000 - from NYClass 01 Savings General to 3410.1 Personnel, Payroll & Liability - 1004 Payroll - Regular Salary/Hourly
- \$200,000 - from NYClass 01 Savings General to 8020 - District NYS Retirement - 8022 - Retirement Employee PFRS

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

- The RFP for Auditing services has been written and should be published this week in the Post.
- The treasurer will get a quote for fraud prevention services from M&T to discuss at the next board meeting.

Commissioner A. DeCarlo

2021.4000.4.03.23

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner W. Rickman, To send Deputy Treasurer Hinds to the AFDSNY spring conference at Turning Stone May 5-8, with a cost not to exceed \$1400.

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

- The chief was asked for his feedback on the Watertown funeral for firefighter recruit Peyton Morse. The chiefs from Watertown were grateful for the 500 firefighters in uniform that attended. The investigation is continuing. It is a line of duty death. In the future we plan as a county or town to coordinate and host our own academy amongst the four districts.

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. Stolte, To move to executive session to discuss matters relating to personnel hiring/firing at 7:19 p.m.

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

MOTION BY Commissioner T. Emerson, 2nd by Commissioner A. DeCarlo, To resolve to adjourn the regular meeting at 8:11 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