Spencerport Fire District

Monthly Meeting Minutes Date April 13, 2022

This meeting is being held in a Socially-Distanced format in the Station #1 Main Conference Room.

Meeting Called to Order at: Chair Muniz called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Attendees:

Commissioners, Dorgan, McQuilkin, Muniz & Spencer, Treasurer McKinney, Deputy Treasurer Boedeker, Administrator Goddard, Secretary Sullivan, Attorney Stowe, Chief's Flagg, and Bromage, David Fairley, Matt Russell, TJ Secru,

Approval of Minutes:

- **Motion by: Dorgan/Seconded by: Spencer**

  To approve the March 3, 2022 – Monthly Meeting Minutes

  In Favor: 4 **Opposed: 0**

- **Motion by: McQuilkin/Seconded by: Spencer**

  To approve the Treasurer's Report / Chief's Budget Line Report

  In Favor: 4 **Opposed: 0**

Communications:

Secretary Sullivan read the below incoming and outgoing communications

- INCOMING:
  - Jacob Zoghlin, Esq. –FOIL request - Incident records for 115 Hawthorne Drive
  - Lexis-Nexis – Incident records requests – Vehicle Fire – 3/8/2022 – Vantage Point Dr.
  - Ziebert Appleton, WI – Warranty paperwork for new pumper
  - Monroe County District Attorney's Office - Subpoena for records re: MVA on March 20, 2022 at 5396 Ridge Road West
  - Pierce Mfg. Inc. - Certificate of Origin for 2021 Pumper
  - NYS DMV - Certificate of Title for 2021 Tahoe

- OUTGOING:
  - To Jacob Zoghlin, Esq. – FOIL response – NO incident records found for 115 Hawthorne
  - To Lexis-Nexis – Incident report – Vehicle fire – 3/8/2022 – Vantage Point Drive
  - To Monroe County District Attorney's Office - Incident Report for MVA on March 20, 2022, at 5396 Ridge Road West
- ACTION ON COMMUNICATIONS:

Committee Reports:

- Buildings & Grounds

Commissioner Spencer reported that the ice machine bolts fell out and are being replaced, handicap bathroom stall in the ladies' room needs a new flush value at Station #1.

Commissioner Spencer continued that the maintenance contract for the cooling tower at station #1; was with Nalco because price was less expensive than pure H2O. Postler & Jaeckle communicated that Nalco has been fired and Pure H2O will be providing maintenance on the cooling tower this year and P&J will be paying the difference between the two contracts. Pure H2o services should be better regarding record keeping and state required paperwork. A new contract from pure H2O is expected.

- General:
- Station #1:
- Station #2:
- Station #3:

➢ Insurance / Fire Protection Contracts / Finance

Commissioner Muniz reported that Chief Clark reached out regarding the fire protection contract with Churchville Fire Department. A meeting with Commissioner Muniz, Chief Clark Attorney Stowe and Administrator Goddard will be scheduled.

➢ Liaison / Fire Department / Paid Personnel

Commissioner McQuilkin reported that the two new employees are up and running and doing a nice job at all stations, many compliments have been received. Arrangements have been made for Mark Gurger to cover Stations 2 & 3 during Justin's absence.

➢ Equipment / Apparatus

Commissioner Spencer reported that 2923 is in service; 2912 needs new packing and 2935 needs work on class A foam system.

➢ Recruitment / Retention / GIS / New Initiatives / Long Range Planning

Commissioner Muniz commented that the updated 5-year plan to be completed and that he has coordinated with the Chief's office and the Association and anticipates on having an update at next meeting.

Chief

Deputy Flagg – reported that there were 104 calls for March totaling 271 for the year. 84% fire/16% EMS; average in-route time 4:10 minutes; 38 calls took 5 minutes or more to answer; 7 calls took 7 minutes or more to answer. Calls of consequence = multiple fill-ins, fatal motorcycle accident on 531, fatal MVA on West Ridge Road. Members have been advised of EAP services available to them if needed.

Commissioner McQuilkin asked if the Red Alert program will break down the monthly calls as to type of call.

Commissioner Dorgan asked if the Commissioners could receive a quarterly report with that information.

Commissioner Muniz commented that he is looking at numbers over the last 6 months and has asked Jason and Glenn to run that type of report. The Chief reached out to Red Alert however reporting is cumbersome. Commissioner Muniz commented that he is looking for call type, day of the week, time of day and personnel responding to the call with a focus on calls 5 minutes and above.

- Attorney

- Secretary

Secretary Sullivan reported that the Monroe County Fire District Officers Association April Dinner Meeting is Thursday, April 21st; hosted by Brockport Fire District; Brockport Vets Club; cocktails 6:00 PM; dinner at 7:00 PM; RSVP due by April 18th.

- Treasurer

Treasurer McKinney reported the auditors arrived March 22nd and 23rd and collected information. They reported no issues and found everything was in order. The final audit will be in early completed in May.

- Administrator

This meeting is being held in a Socially-Distanced format in the Station #1 Main Conference Room.

Administrator Goddard opened and announced the bids received for the 2022 Lawn Care Bid

- Gotham Landscaping
- Hodge Property Management
- My Guy Property Solutions
- Russell Property Maintenance
- Iroquois Landscape

Old Business:

- Commissioner Chick
- Commissioner Dorgan
- Commissioner McQuilkin
- Commissioner Muniz
- Commissioner Spencer
- Treasurer McKinney
- Secretary Sullivan
- Attorney Stowe
- Administrator Goddard

Administrator Goddard reported that Glenn Henninger is arranging audio/visual technical upgrades for the Main Conference Room and the Upstairs Conference Room.

- Chief Clark

Deputy Chief Flagg reported that equipment for 2910 continues to be ordered and a balance of funds is needed from the Treasurer. Deputy Chief Flagg continued that May 14th at 9:00 a.m. HR Works will be out to complete Line Officers, Commissioners and Association Officers training for Sexual Harassment. This will be a two-hour session, breakfast will be provided.

New Business:

- Commissioner Chick
- Commissioner Dorgan

Commissioner Dorgan thanked the group for changing the meeting date and complimented that Chief/Deputy Chief and Firefighters for their response to the 4/12 barn fire on Whittier and Buffalo Roads.

- Commissioner McQuilkin

- Commissioner Muniz

Commissioner Muniz reported that additional policy updates have been received regarding health and safety and respirator and hazmat are still needed.

- Commissioner Spencer

Commissioner Spencer reported that a letter of interest was received to purchase the 2006 Piece Enforcer Fire Truck from the City of Rainsville, Alabama in the amount of $119,000.00. Commissioner Spencer continued that the Rainsville FD is required to put the purchase out to bid on April 18, 2022 for seven (7) days, open bids on April 27, 2022 and award the bid at the Council Meeting May 2, 2022 following the award a $25,000.00 deposit will be paid to Spencerport FD.

Motion by: Dorgan/Seconded by: McQuilkin

WHEREAS, pursuant to Town Law, the Spencerport Fire District, Town of Ogden, County of Monroe, State of New York, the Board of Fire Commissioners of said district does hereby declare the following item of apparatus to be no longer necessary or useful for the purposes of the Fire District, to wit; and

2006 Pierce Enforcer 1500/1000
Vin#4P1CE01U66A006735

NOW, THEREFORE BE IT RESOLVED that the Board finds that the item of apparatus or personal property set forth asset is deemed surplus, that the time has retained some value and this asset should be disposed of by the Board in order to get some value for the asset, and

IT IS FURTHER RESOLVED THAT this asset may be sold through a public notice and auction process, use of any other public notice procedure, placement of ads in publications and general circulation or electronic classified ads or auction sites, or by negotiation. The Board has determined the best method of disposal so as to achieve the greatest value is as follows:

BY LISTING AND ADVERTISING WITH AN EQUIPMENT BROKER AND OBTAINING A FAIR MARKET PRICES THROUGH NEGOTIATION.

In Favor: 4 Opposed: 0

Commissioner Spencer asked that status of the 2918 committee. Deputy Chief Flagg responded that the committee will be led by Assistant Chief Baretta and the committee will be formed by the May meeting.

Discussion ensued regarding the status of the Chief's pickup truck

Commissioner Muniz commented that he feels it should be kept and follow the vehicle replacement schedule.

Deputy Chief Flagg questioned if the black cap could be removed and replaced with red cap.

Commissioner Spencer responded that equipment mounted to current cap and cost about $1000 to retro fit into a new cap.

Commissioner McQuilkin questioned what equipment.

Commissioner Spencer responded a battery charger, emergency lighting and special ops equipment.

Commissioner Dorgan commented that a support vehicle at each firehouse is necessary and this could be an opportunity to do that. If that is not an option Commissioner Dorgan would like to know what could we get for it.
Commissioner Muniz commented that upfitting a new Chief's vehicle is expensive

Commissioner Dorgan responded that a pick-up truck was an experiment with current trends, and that the Chiefs' are happy with the Tahoe. The pick-up would be useful vehicle for trainings.

Discussion ensued regarding the older van being moved to Station #2 as a support vehicle since there are 2 vans at Station #1.

Commissioner Spencer commented that Monroe County maybe interested in the pick-up.

Commissioner Dorgan responded he would like to see Monroe County make an offer and would like the Chief to figure out cap changes and cost.

Commissioner Spencer commented that the pick-up cost $31,581.75; $16,285.00 for upfitting and $2,974.00 for the cap.

Commissioner McQuilkin commented that nothing was discussed about getting rid of the pick-up we do not want to be in the habit of allowing Chiefs picking what they want and then getting rid of it outside of the retention plan.

Commissioner Dorgan responded that selling the truck was a conversation with the Chiefs and they indicated that it was not a vehicle that was useful to them.

Discussion ensued regarding types of vehicles, communication among the commissioners, the need for support vehicles at all 3 stations and storage of vehicles.

- Treasurer McKinney

Treasurer McKinney commented that Matt is now doing all vouchers and h will still be doing checks please let office know if there are any issues.

Commissioner McQuilkin questioned what additional paperwork is now stapled to voucher

Treasurer McKinney responded that it is a copy of check to confirm that the check was issued.

- Secretary Sullivan – Request from Frank Visca – Troop 165
  - ***Motion by: Spencer/Seconded by: Dorgan***
    To approve Boy Scout Troop 165 of St. John's Church to use the Large Meeting Room at Station #1 Sunday, June 5, 2022 from 12:00 p.m. – 3:00 p.m. for an Eagle Scout Ceremony.

    In Favor: 4 Opposed: 0

  - ***Motion by: Dorgan/Seconded by: Spencer***
    To approve attendance to the FDIC Conference, April 24 – 30, 2022 in Indianapolis, IN for the following firefighters and use of 2C29's Vehicle and one of the Department Van's for the trip:
    Dave Spencer
    Rich McQuilkin
    Mitch Flagg
    Jake Bromage
    TJ Sercu
    Lindsay Davis
    Justin DiPasquale
    Charlie McMahon
    In Favor: 4 Opposed: 0

- Attorney Stowe
- Administrator Goddard

Administrator made the following comments regarding the 2022 Lawn Care Bids:
Bids were received from the following:

Gotham Landscaping; Hodge Property Management; My Guy Property Solutions; Russell Property Maintenance; Iroquois Landscape.

Iroquois was disqualified due to late submission and no insurance.

Motion by: McQuilkin/Seconded by: Dorgan

To award the 2022 Lawn Care bid to Russell Property Maintenance
In Favor: 4 Opposed: 0

- Chief Clark

Deputy Chief Flagg communicated that 21 sets of gear are in need to be surplus-ed. They are more than 10 years old. Arrangements will be made to possibly ship them to the Ukraine or Puerto Rico.

Motion by: Dorgan/Seconded by: Spencer

To surplus 21 sets of firefighter gear
In Favor: 4 Opposed: 0

Motion by: Dorgan/Seconded by: McQuilkin

To approve the use of the new van and 2c29 to provide transportation for FDIC April 24 – 29, 2022
In Favor: 4 Opposed: 0

Motion by: Dorgan/Seconded by: Spencer

To approve the issuance of travel per-diem checks to FDIC attendees.
In Favor: 4 Opposed: 0

Motion by: Spencer/Seconded by: Dorgan

To approve Fire Fighter Missell to use fitness equipment while on light duty following letters from her doctor and department doctor.
In Favor: 4 Opposed: 0

Deputy Chief Flagg commented that the New 2923 is in service and works great; the Fire District along with the American Red Cross is participating in "Sound the Alarm". The focus area will be the Hillside, Hillcrest, Parkhurst neighborhood. CRR Herouvis is be the lead, a mailing was sent to the targeted neighborhood. $30.00 in postage was charged to 2c19 credit card.

Privilege of the Floor:

Good & Welfare:

Additional Business:

This meeting is being held in a Socially-Distanced format in the Station #1 Main Conference Room.

Approval of Claims Abstract

Motion by: Dorgan/Second by: Spencer
To Approve the Claims, Abstract in the amount of $244,702.79 from March 4 – April 13, 2022.
In Favor: 4 Opposed: 0

Executive Session:

Purpose: Potential Litigation
Motion to enter: McQuilkin/Second by: Dorgan Time In: 8:20 pm
In Favor: 4 Opposed: 0
Motion to exit: Dorgan/Second by: McQuilkin Time Out: 8:35 pm
In favor: 4 Opposed: 0

Adjournment:

Motion by: Dorgan/Second by: Spencer Time Adjourned: 8:35
In Favor: 4 Opposed: 0