



RIDGE ROAD FIRE DISTRICT Commission's Monthly Board Minutes 9/21/2020

Present: Eric Stoerger, Commissioner / Chairman
Kenneth D. Bowers, Commissioner / Secretary
Tom Richardson, Commissioner
Dave Messbauer, Commissioner

Steve Mills, Chief
Jamie Cary, Deputy Chief
Cheryl Garofalo, District Administrator / Deputy Treasurer
Richard Friscano, District Treasurer

Absent: Mike Williams, Commissioner

CALL TO ORDER

The meeting was called to order at 6:35 PM by Chairman Stoerger

PUBLIC FORUM

No one from the public was in attendance. FF Charles Beck from the RRFD was in attendance.

PREVIOUS BOARD MINUTES

The Board Minutes from the August 17th Commission meeting were sent, and all updates have been incorporated.

Commissioners Richardson and Messbauer moved that the minutes be approved. Motion unanimously carried.

ADMINISTRATOR'S REPORT

Administrator Garofalo presented the General Abstract of audited claims for the period up to September 21st, 2020 for review and approval for payment. The total claims were \$476,217.24. Commissioner Stoerger represented the Board at the bill review. Significant payments included (\$8,602.23 + \$7,373.34) for taxes on the cell towers, each company will reimburse us for those taxes, (\$3,179.21) to Churchville Fire Equipment for PM on Rescue 258 and repairs to 255, (\$253,681.25) to the Depository Trust Company for the principal and interest on our serial

bonds, (\$5,612.23) to First Due Services for our hose testing of 24,401 feet of hose, (\$6,134.35) to Municipal Emergency Services for Turnout gear cleaner, (\$4,023.00) to PMC assoc. for 6 pagers, batteries, and cables, (\$8,598.09) to Premier Fire Apparatus Inc for repairs to 253, (\$4,492.00) to NYS Academy of Fire Science for recruit firefighter training class, (\$5,319.00) to Utica National for our commercial & auto Ins premium installment, and (\$137,464.30) for our Health, Life, & Retirement Plans.

After some discussion, the Board moved as follows.

Commissioners Bowers and Messbauer moved to approve the abstract for payment. Motion unanimously carried. {See Attachment A}

TREASURER'S REPORT

Treasurer Friscano presented the Financial Report for the month which included the Account balances report as of August 31st. 2020, total \$9,165,182.29 and CD Summary as of 8/31/2020.

Cash Receipts report as of 8/31/2020, total \$43,834.08. Profit and Loss Actual vs. Budget – as of August 31st. 2020.

Donations made for the month totaled \$125 in Memory of Gertrude Passalogue.

Commissioners Richardson and Messbauer moved to accept the donations that totaled \$125. Motion unanimously carried. {See Attachment B}

Rick recommends that we reinvest General Fund #1369 for \$4,729,354.64 + interest for 30 days and Unreserved/Unassigned #6148 for 627,094.00 and #1431 for 627,033.54 and #5974 for 628,345.65 all plus interest for 30 days @ 0.25% Interest Rate.

Commissioners Bowers and Richardson moved to allow the Treasurer to follow his plan for reinvestment of our CD's. Motion unanimously carried. {See Attachment B}

After some discussion, the Board moved as follows:

Commissioners Messbauer and Bowers moved to accept the Treasurer's report for the month. Motion unanimously carried. {See Attachment B}

Treasurer Friscano presented to the Board for the Chief and Budget Committee the proposed 2021 budget. His presentation will be filed with the minutes.

After discussion and consideration, a proposal to approve a Total Appropriations of \$13,501,292 and revenues of \$158,000 making the **Total Amount to be raised by Taxes to be \$13,501,292** Leaving our fund balance estimate by year end to be \$3,090,978

Commissioners Stoerger and Richardson moved to accept as presented the proposed 2021 budget, Motion unanimously carried. {See Attachment C}

SECRETARY'S REPORT & CORRESPONDENCE

We received an invitation to register for the Fall and Winter seminars put on by the State Association. They have a reduced rate for a district to register 7 individuals for \$500.00

Commissioners Bowers and Messbauer moved to pay the registration fee for the district which will allow us 7 individuals to be registered for all of the classes, Motion unanimously carried. {See Attachment D}

We received the District Vehicle Status Report. Commissioner Bowers asked that we add more detail to this report. Needs to have details around the big dollar repairs etc. {See Attachment E}

We received the District Incident Summary Report {See Attachment F}

We received a letter from Eric P Stoerger in lieu of a signed petition, seeking re-election for commissioner per the new state guidelines and our Resolution # 2020-9-2 {See Attachment G}

After a short discussion, **Commissioner Bowers presented to the Board the following Resolution;**

Ridge Road Fire District

Resolution # 2020-9-1

September 17, 2020

Notice of Resolution

Resolution to Adopt the LGS-1 Records Retention and Disposition Schedule

The Following resolution was adopted by the Board of Fire Commissioners of the Ridge Road Fire District on September 17, 2020. { See attachment - H }

After a brief discussion, **Commissioner Bowers presented to the Board the following Resolution;**

Ridge Road Fire District

Resolution # 2020-9-2

September 17, 2020

Notice of Resolution

Resolution to Rescind the requirement for a Candidate for Commissioner to gather signatures in order to be placed on the ballot.

The Following resolution was adopted by the Board of Fire Commissioners of the Ridge Road Fire District on September 17, 2020. {See attachment - I }

CHIEF'S REPORT

The Chief updated the board on personnel: Currently we have 1 Lieut. still on light duty work related, 1 Lieut. on light duty non-work related, 1 FF out for surgery which is work related.

After a lengthy discussion

Commissioner Stoerger presented to the Board the following Resolution.

Notice of Resolution

Resolution to Align Fire Leadership Positions with Civil Service Job Classifications

The Following resolution was adopted by the Board of Fire Commissioners of the Ridge Road Fire District on September 17, 2020. {See attachment - J }

Motion made by Commissioners Stoerger and Messbauer to go into Executive Session to discuss matters that could lead to the demotion and/or promotion of individuals @ 19:35 hrs. Motion unanimously carried.

Motion made by Commissioners Stoerger and Bowers to come out of Executive Session @ 19:51 hrs. Motion unanimously carried.

No decisions were made during the Executive Session.

Based on the recommendations of the Chief replacement search committee the board acted as follows

Motion by Commissioners Stoerger and Bowers to accept the recommendation of the Chief's replacement search committee, Motion unanimously carried.

Chairman Stoerger formally offered the position to Battalion Chief Johnson, he accepted the position. A formalized benefit package will be put together by the Administrator and Chief Mills. This promotion will become effective on December 24th, 2020.

BC Johnson took a moment to address the board and discuss his views and aspirations as we move forward.

The board and Chiefs discussed possible candidates to fill the vacancy of BC now that BC Johnson has been promoted and will be shadowing the Chief starting around the 22 of October until he retires.

After the discussion, the board moved as follows, Motion by Commissioners Bowers and Richardson to promote Sean McGarry from Captain to Battalion Chief Effective October 22nd, 2020, Motion unanimously carried.

After a lengthy discussion about the ramifications of the Civil Service job classifications we have a current BC that is unreachable on the current Civil Service list.

After the discussion, the board moved as follows; Motion by Commissioners Stoerger and Bowers to move BC Riesenberger back to a Captain effective October 22nd, 2020. Motion unanimously carried.

The board also moved per a motion by Commissioners Stoerger and Messbauer to promote Captain Mark Quill to Battalion Chief effective October 22nd, 2020. Motion unanimously carried.

OLD BUSINESS

Due to the lack of direction going forward it was recommended that we table the meeting room IT at this time and re-evaluate monthly.

Deputy Cary updated the board on the current CAD and Trunked Radio Projects. CAD target is Feb 2021. We are being used as a test site starting in November!

Deputy updated us on the Greenlight install, they have their equipment in our IT closet and are still running fiber to the building. He is awaiting an update from them.

Commissioner Stoerger updated the board on the kitchen update. After some discussion, the treasurer suggested that we use the cabinets in the Annex building, but FF Beck explained that they are not good quality. Chairman will get some contractors to get quotes.

Commissioner Stoerger updated the board on the CGR report. The steering committee met and most had the same opinion of the report which was low. They did decide to put together a communication letter that everyone would use to post on their website along with the complete study. Captain Gebo is working with the Chiefs to get that letter together.

We received a letter from an anonymous person who is looking for our minutes up on the website. Ken will send the minutes to Captain Brian Gebo and Captain Greg Rodgers.

The Chief updated the board on the shredding contract. The Chief and Lt Balok are looking into other solutions.

The Deputy updated the board on the alerting system at Stoneridge. Should be completed by tomorrow 9/22/2020.

NEW BUSINESS

The board each received the Travel for Training Report for July. The board moved as follows: **Commissioners Bowers and Stoerger moved to approve the travel for September. Motion unanimously carried.** {See attachment - K}

The chief updated the board on the recent findings as it relates to the bathroom facilities at Stoneridge. According to the town you need to make it compliant with ADA. The Chairman will contact Bergmann to engage them as an architect for this project.

Motion made by Commissioners Stoerger and Bowers to go into Executive Session to discuss with regards to our collective bargaining agreement @ 20:30 hrs. Motion unanimously carried.

Motion made by Commissioners Bowers and Stoerger to come out of Executive Session @ 20:32 hrs. Motion unanimously carried.

No decisions made during the Executive session.

The Chief will meet with both Unions and present an option to them that the board has been discussing as it relates to the current collective bargaining contracts

After a brief discussion, Commissioner Bowers presented to the Board the following Resolution.

Ridge Road Fire District
September 17, 2020

Resolution # 2020-9-4

Notice of Resolution

Resolution to Dispose of Surplus Radio Equipment

The Following resolution was adopted by the Board of Fire Commissioners of the Ridge Road Fire District on September 17, 2020. {See attachment - L}

After a brief discussion, Commissioner Bowers presented to the Board the following Resolution.

Ridge Road Fire District

Resolution # 2020-9-5
September 17, 2020

Notice of Resolution

Resolution to Dispose of Surplus Hose

The Following resolution was adopted by the Board of Fire Commissioners of the Ridge Road Fire District on September 17, 2020. {See attachment - M }

After a brief discussion, Commissioner Bowers presented to the Board the following Resolution.

Ridge Road Fire District

Resolution # 2020-9-6
September 17, 2020

Notice of Resolution

Resolution to Dispose of Surplus 3" Hose

The Following resolution was adopted by the Board of Fire Commissioners of the Ridge Road Fire District on September 17, 2020. {See attachment - N }

The Chief briefed the board on a situation where we are lacking proper storage of turnout gear at HQ, after some discussion the board moved as follows:

Commissioners Richardson and Bowers moved to approve the purchase of a gear rack for HQ. Motion unanimously carried.

UPCOMING EVENTS

- **Yom Kippur begins at sundown Sept 27th, 2020**
- **Columbus Day / Canadian Thanksgiving October 12th**
- **Public Budget Hearing Oct 20th 6:00 pm**
- **Next Board Meeting following the budget hearing on Oct 20th**

MOTION TO ADJOURN

Commissioners Stoerger and Richardson moved to adjourn at 21:00. Motion carried.

Respectfully,

Kenneth D Bowers, Secretary

Addenda:

- A. August 17th Abstract of claims
- B. Financial Report incl CIP P&L
- C. Proposed 2021 Budget
- D. AFDSNY Fall & Winter Webinars Registration
- E. Vehicle status report
- F. RRFD Incident Summary
- G. Letter for candidate for Commissioner
- H. Records Retention Resolution #2020-9-1
- I. Rescission of candidate petition resolution #2020-9-2
- J. Alignment of our job classifications with Civil Service #2020-9-3
- K. RRFD Travel Plans
- L. Resolution to dispose of surplus radios #2020-9-4
- M. Resolution to dispose of surplus hose #2020-9-5
- N. Resolution to declare obsolete and then sell hose #2020-9-6