



RIDGE ROAD FIRE DISTRICT Commission's Monthly Board Minutes 4/19/2021

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

Steve Johnson, Chief
Sean McGarry, Battalion Chief
Richard Frisicano, District Treasurer
Cheryl Garofalo, District Administrator / Deputy District Treasurer

Absent:

CALL TO ORDER

The meeting was called to order at 6:30 PM by Chairman Stoerger

PUBLIC FORUM

John Hayes 1132 Long Pond Rd. and our Financial Auditors Sean Hucko and Lawrence Johnston from Sean Hucko, CPA, LLC were in attendance along with Firefighter Charles Beck from RRFD.

PREVIOUS BOARD MINUTES

The Board Minutes from March 15th. 2021 were sent, and all updates have been incorporated. **Commissioners Richardson and Messbauer moved that the minutes be approved. Motion unanimously carried.**

PRESENTATION OF THE 2020 YE FINANCIAL REPORT - Sean Hucko, CPA, LLC

After introduction of our new Commissioners to Mssrs. Sean Hucko and Lawrence Johnston, our Accountants from Sean Hucko, CPA, LLC, presented their report on our 2020 Financials and Audit to the District Board of Fire Commissioners and District Senior Staff. After some discussion the District Board accepted the report. {A Copy will be filed with meeting notes}

ADMINISTRATOR'S REPORT

Administrator Garofalo presented the General Abstract of audited claims for the period up to April 19th, 2021 for review and approval for payment. The total claims were \$207,688.04 Commissioner Bowers represented the Board at the bill review. Significant payments included (\$4,891.00) to Charlotte Appliance for appliances to outfit the upgraded HQ kitchen, (\$5,815.06) to Cummins Sales for service on E252, (\$6,282.87) to EV Warning Systems for MDT Installs, (\$6,761.00) to Lewis General Tire for New tires and mounting, (\$7,571.07) to Municipal Emergency Services for CMC Rescue equipment and gear, (\$5,070.00) to Target Solutions Learning for our Online training platform, (\$9,907.00) to Utica National Insurance for our Commercial and Auto Insurance, (\$120,779.07) for our Health and Life Insurance Plans.

After a short 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 March 31st, 2021 for a total \$14,591,385.72 and CD Summary as of 4/15/2021.

Cash Receipts report as of 3/31/2021, total \$13,977,339.06. Profit and Loss Actual vs. Budget – as of March 31st, 2021.

Donations made for the month totaled \$50.00.

Rick recommends that we reinvest \$1,500,000 from the General account #6055 for a 29-day term @ 0.20%.

Treasurer Friscano also discussed with the board the current situation with our Gas and Electric supplier. The board felt that switching over to RG&E at the present time was the best solution given what we know today.

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

Commissioners Stoerger and Bowers moved to accept the donations that totaled \$50.00. Motion unanimously carried. {See Attachment B}

After some discussion, the Board moved as follows:

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

GUEST REPORT

Our IT Commander Tom Kirchoff was asked to come to the board meeting and update the board on what our IT support and system redundancy/backup that we presently have. He did a lot of explaining and handed out an update as to what IT equipment we have and where it is located. He also explained how the system is backed up and the future direction. After some discussion he is going to investigate having the backup server at a different location. {Handout will be filed in with the meeting notes}

SECRETARY'S REPORT & CORRESPONDENCE

- Vehicle Status Report {See Attachment - C}
- Note of thanks from NG Chief DeRosa for our assistance at 59 Rockwell Dr, fire.
- Chief's note on relaxing some of the Covid restrictions. {See Attachment D}
- Ridge Road April Monthly Newsletter {See Attachment - E}
- Thank you note from the family of Past Lieutenant Kevin (Moe) Francis. {See Attachment F}
- Incident Summary report for last month {See Attachment G}
- April's Good and Welfare Report {See Attachment H}

Updated the board on our sale of our surplus equipment (Trailer, Tahoe, Impala, and Boat) The Trailer, Tahoe have both sold, the boat is pending and the Impala is yet to be sold. We have a high bid on the car at present is \$5,700 which is well below what we were asking. At present we are going to try CarMax to see if they will be willing to offer us! They will need to offer us 7K or above for us to accept their offer.

CHIEF'S REPORT

The 3 new Lieuts started April 15th, 2 left for NYC for training on the 18th.

The 2 new transfers from the Fishers Fire District started on April 1st. and are doing well.

Chief Johnson updated the board on the recruits that are now training out at the County training center. Everyone there is doing very well.

1 firefighter remains out with a work-related injury, will be evaluated early May.

Lieut Kesel will be going on Military leave beginning May 10 until sometime in March of 2022

The Chief asked that we tentatively promote Dave Williams to a Lieut for 6 months. Civil Service allows for a tentative position for up to 6 months.

Commissioners Richardson and Messbauer moved to give the Chief permission to promote Dave Williams to the temporary position of Lieut for up to 6 months. Motion unanimously carried.

The Chief asked for the board to consider hiring Dan O'Connell, a transfer from Brighton who has been recommended by the interviewing committee to fill the empty FF vacancies.

Commissioners Bowers and Messbauer moved to give the Chief permission to extend an offer to Dan O'Connell, a transfer from Brighton Fire District.

Captain Brozak continues to work with the county on the new CAD system.

BC Gebo is working with the other 3 Greece departments to work out a plan to safely start back up the child car seat inspections.

BC McGarry updated the board on our recent accreditation process. The board congratulated BC McGarry on his and his team's extensive work towards our accreditation. The accreditation

board was overly impressed with our Community Outreach program as well as our Standards of Cover.

The next step is to put together a press release to our community that explains the importance of acquiring this accreditation and what it means for the community.

The Chief explained that during our last insurance update it was brought up that we should investigate Cyber security insurance. The Chief to inquire with Tom Kirchoff on whether he feels it is necessary.

The Chief was asked about the asset list in Red Alert, he will investigate on its existence and get the values of the assets included.

The target for fully implementing the new deployment plan instituted by the Chief will be June 1st. Each piece of equipment including the Quint will be staffed by 2 FF and 1 Lieut. Battalion Chief Rogers is rolling out his presentation to all 4 groups.

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.

Commissioner Stoerger updated the board on the kitchen upgrade. The hood that was ordered, has still not arrived. FF Beck has been looking into alternatives. The board gave him permission to move forward with looking at alternatives if there is no penalty from Charlotte Appliance. Commissioner Bowers asked about getting the back splash completed. The Chief and Treasurer are looking into getting it completed.

Commission Bowers updated the board on what Bergmann's activities are presently. They are putting together an estimate for the work.

NEW BUSINESS

Commissioner Bowers received the Training for travel in April. **Motion to approve the training, Commissioner Bowers 2nd Commissioner Messbauer, unanimously carried.**
{See Attachment I}

Per the Chief's recommendation last meeting, the institution of the new deployment model squad 257 has become surplus for our needs here at Ridge Road. Secretary Bowers read the following resolution to **Declare the 2019 Chevrolet Silverado 3500 DRW Light Duty Rescue surplus** with a perceived value of \$99,000. {See Attachment J}

Per the Chief's recommendation last meeting and the grant, we received back in 2018. Chairman Stoerger read the following resolution to **Dispose of Surplus Extrication Equipment** that has no value. {See Attachment K}

Per the Chief's recommendation last meeting and the grant, we received back in 2018. Secretary Bowers read the following resolution to **Dispose of Surplus Extrication Equipment** that has a perceived value of less than \$20,000. {See Attachment L}

Administrator Garofalo brought to the board that our lawn service contract has expired. She has tried to contact several lawn care businesses. The only one that responded back and meets our

requirements is TrimLine who has been our lawn care provider for the past 4 years. The new quote is \$12,800.00 for all 4 properties.

After some discussion, the Board moved as follows:

Commissioners Richardson and Stoerger moved to accept the one-year contract with TrimLine. Motion unanimously carried. {See Attachment M}

The Chief will contact Lieut Williams to make note to put our Lawn Care out for RFP next February.

Commissioner Richardson inquired about the ability to order parts for the chairs at Ridgeway Station.

UPCOMING EVENTS

- **Mother's Day May 9th**
- **Armed Forces Day May 15th**
- **Next Board Meeting May 17th. 18:30 hrs**

MOTION TO ADJOURN

Commissioners Stoerger and Richardson moved to adjourn at 20:39. Motion carried.

Respectfully,

Kenneth D Bowers, Secretary

Addenda:

- A. April 19th Abstract of claims
- B. Financial Report incl CIP P&L
- C. Vehicle Status report
- D. Officer Group Assignments
- E. Letter lessening the district's Covid Restrictions
- F. April RRFD Newsletter
- G. Thank You letter from the Francis family
- H. District Incident Summary for the month
- I. Good & Welfare report (3/15 - 4/19)
- J. Travel for training report for April from Lieut Williams.
- K. Resolution # 2021-4-1 Surplus of 257
- L. Resolution # 2021-4-2 Dispose of Extrication Equipment
- M. Resolution # 2021-4-3 Surplus of Extrication Equipment
- N. Contract for TrimLine