



## **RIDGE ROAD FIRE DISTRICT Commission's Monthly Board Minutes 12/14/2021**

**Present:** Eric Stoerger, Commissioner / Chairman  
Kenneth D. Bowers, Commissioner / Secretary  
Tom Richardson, Commissioner  
John Hayes, Commissioner

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

**Absent:** Dave Messbauer, Commissioner

### **CALL TO ORDER**

The meeting was called to order at 6:36 PM by Chairman Stoerger

### **PUBLIC FORUM**

No members of the public were present.

### **PREVIOUS BOARD MINUTES**

The Board Minutes from November 15th, 2021 were sent, and all updates have been incorporated.

**Commissioners Hayes and Richardson 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 December 14th, 2021 for review and approval for payment. The total claims were \$235,149.21  
Commissioner Bowers represented the Board at the bill review. Significant payments included (\$4,122.97) to Code-2 LLC for Uniforms & Accessories, (10,782.25) to Dival for 6 Gas Monitors, (\$8,775.65) to Municipal Emergency Services for Turnout gear and gloves, (\$19,425.00) to Pulse Occu Med for Drug screens and physicals, (4,872.37) to Utica National

Insurance for our Commercial and Auto Insurance, (\$139,561.33) for our Health and Life Insurance Plans

After a short discussion the Board moved as follows.

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

### **TREASURER'S REPORT**

Treasurer Frisicano presented the Financial Report for the month which included the Account balances report as of November 30th, 2021, for a total \$7,418,427.02 and CD Summary as of 12/07/2021.

Cash Receipts report as of 11/30/2021, total \$14,251,268.39. Profit and Loss Actual vs. Budget – as of November 30th, 2021.

\$700.00 Donations for the month

Rick recommends that we reinvest:

\$350,000.00 General Account #5733 for 16-day term @ 0.18%

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

**Commissioners Bowers and Hayes moved to accept the donations that totaled \$700. Motion unanimously carried.** {See Attachment B }

After some discussion, the Board moved as follows:

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

### **SECRETARY'S REPORT & CORRESPONDENCE**

**The following will be attachments with the notes**

- December Newsletter {See Attachment - C }
- Letter of Engagement from Sean Hucko {See Attachment - D }
- Letter from Chief on the passing of Past Member Roy Chugg {See Attachment - E }
- Travel for training report {See Attachment - F }
- Vehicle Status Report {See Attachment - G }
- Incident Summary report for last month. {See Attachment - H }

**We received some items that will be filed with the notes:**

- Invite to the MCFDOA Banquet
- Letter from Lt Balok on Covid Boosters
- Affidavit of posting from town clerk for budget hearing (Put in budget file)

## **CHIEF'S REPORT**

Swearing in ceremony set for the 16th of December 6pm

December 11th storm event, which resulted in 105 events for the 24hrs. 80 calls in the 5-hour evening event. We had geared up with 2 dispatchers and staffing our reserve engine. This was the first time using our storm procedure in conjunction with the county's storm procedure and the Chief felt it went very well.

The Chief updated the board on 2 of the major incidents over the past month.

The Chief reported that the county is working with the Chiefs to resolve many of the issues with ECD downtown. ECD management has been working to resolve the City/Ridge border issues.

Bergmann has met with 3 of the 4 groups on thoughts for upgrading Stoneridge station. More to come.

IT for the meeting room will be a priority in the new year

We have had 10 individuals out with covid at different times since the last commission meeting.

DC McGarry passed out the present general inventory of firefighting equipment that recently was put together and resides in Red Alert. This is a living document with BC Mazzaferro as the leader of the listing. Noting though that each person that has responsibility for a given area also shares the responsibility to keep the inventory current.

DC McGarry also passed out the new rules and regulations for the district. They were recently updated.

**Motion made by Commissioners Bowers and Richardson to go into Executive Session to discuss matters compensation and benefits of certain personnel @ 19:30 hrs. Motion unanimously carried.**

**Motion made by Commissioners Bowers and Stoerger to come out of Executive Session @ 19:49 hrs. Motion unanimously carried.**

*No decisions were made during the Executive Session.*

## **OLD BUSINESS**

Commissioners Bowers and Stoerger updated the board on the side door project.

Commissioner Stoerger updated the board on the Stoneridge project. Commissioner Richardson had an idea that he gave to the Chief.

Treasurer Friscano brought up to the board two changes he wants to institute. One is a security step in conjunction with Canandaigua National. The Second one is to eliminate some of the paper checks. The first is a quick change but the second will take time. The board was in support of him moving ahead.

## **NEW BUSINESS**

Commissioner Bowers received the Training for travel in December. **Motion to approve the training, Commissioner Stoerger, 2nd Commissioner Hayes, unanimously carried.** {See Attachment - F}

To give the Chairman permission to sign the Letter of Engagement from Sean Hucko with costs the same as last year.

**Commissioners Bowers and Richardson moved to give the Chairman permission to sign the letter of engagement. Motion unanimously carried.** {See Attachment D}

**Commissioners Hayes and Richardson moved to increase the payment to \$100 for each of our election officials. Motion unanimously carried.**

Secretary Bowers asked the Chief for a copy of the Gear Cleaning Contract.

**Commissioners Bowers and Stoerger moved to ok the last abstract of the year. Commissioner Bowers will represent the commission at the bill review and then forward it to the rest of the board for approval. Motion unanimously carried.**

## **UPCOMING EVENTS**

- Swearing in Ceremony Dec 16th @ 18:00 hrs
- Christmas on the 25th
- Kwanzaa begins on the 26th of Dec
- New Year's Eve on the 31st of Dec
- Organizational meeting Jan 5th @ 5:30
- MCFDOA Banquet has been cancelled
- Next Board Meeting January 17th @ 18:30 hrs.

## **MOTION TO ADJOURN**

**Commissioners Stoerger and Hayes moved to adjourn at 20:16. Motion carried.**

Respectfully,



**Kenneth D Bowers, Secretary**

### **Addenda:**

- A. December 14th Abstract of claims
- B. Financial Report incl CIP P&L
- C. December Newsletter
- D. Letter of Engagement from Sean Hucko
- E. Letter from Chief on the passing of Past Member Roy Chugg
- F. Travel for training report
- G. Vehicle Status Report
- H. Incident Summary report for last month