



RIDGE ROAD FIRE DISTRICT Commission's Monthly Board Minutes 1/17/2021

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

Steve Johnson, Chief
Sean McGarry, Deputy Chief
Richard Friscano, District Treasurer

Absent: Dave Messbauer, Commissioner
Tom Richardson, Commissioner
Cheryl Garofalo, District Administrator / Deputy District Treasurer

CALL TO ORDER

The meeting was called to order at 6:27 PM by Chairman Stoerger

PUBLIC FORUM

One member of the public was in attendance, Andrew Conlon, Receiver of Taxes for the Town of Greece. District F/F Brett Malafeew joined during the meeting.

PREVIOUS BOARD MINUTES

The Board Minutes from December 14th 2021 were sent, and all updates have been incorporated. **Commissioners Stoerger and Hayes moved that the minutes be approved. Motion unanimously carried.**

The Board Minutes from January 5th 2022 Organizational meeting were sent, and all updates have been incorporated. **Commissioners Stoerger and Bowers moved that the minutes be approved. Motion unanimously carried.**

GUEST OF THE BOARD:

Chairman Stoerger introduced the district commissioners, officers, and administrative staff to Andrew Conlon, Receiver of Taxes for the Town of Greece.

Andrew explained how his office works and what his role is in the collection of taxes. Several questions were asked. Why our tax rate changes from what we submitted to the town and what eventually ends up in each of our residents' tax bills. Other questions around COMIDA properties and how they are taxed and how that affects the Ridge Road Fire District. Andrew did not have the answers and he agreed to come back to our meeting in April along with the Town's Assessor.

ADMINISTRATOR'S REPORT

In the absence of our Administrator, Treasurer Frisicano presented the General Abstract of audited claims for the period up to January 17th, 2022 for review and approval for payment. The total claims were \$73,998.06 Commissioner Stoerger represented the Board at the bill review. Significant payments included (\$7,582.58) taxes on Crown Cell Tower & (\$6,499.50) taxes on SBA Cell Tower both will be reimbursed to us from the companies (\$8,712.50) to Bergmann for SR Feasibility study, (\$35,112.58) for our Health and Life Insurance Plans

After a short discussion the Board moved as follows.

Commissioners Bowers and Hayes 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 December 31st, 2021 for a total \$4,430,718.20 and CD Summary as of 1/13/2022. Cash Receipts report as of 12/31/2021, total \$14,259,812.14. Profit and Loss Actual vs. Budget – as of December 31st, 2021.

\$720.00 Donations for the month

Rick recommends that we reinvest:

Once the Bond Reserve Account is established to Invest in a CD for the total \$361,280.00 from that account for 90 days.

Commissioners Bowers and Hayes moved to allow the Treasurer to move up to 1.2 mil from the URUA account to cover expenses until our Tax check is received. Motion unanimously carried.

Commissioners Bowers and Hayes moved to accept the donations that totaled \$720. Motion unanimously carried. {See Attachment B}

After some discussion, the Board moved as follows:

Commissioners Stoerger 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

- Affidavit of Publication for 2022 meeting dates {See Attachment - C}
- Note from Deputy on receiving of the grant from Firehouse subs {See Attachment - D}

- Vehicle Status Report {See Attachment - E}
- January Newsletter {See Attachment - F}
- Email introducing Shawn Wilder as President of the Local 3794 FF's {See Attachment - G}
- Incident Summary reports for last month and Year End {See Attachment - H}
- Travel for training report {See Attachment - I}

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

- Affidavit of posting from town clerk for Commissioner Election (Put in Election file)

CHIEF'S REPORT

Covid is running its course within the district personnel. The Chief provided some statistics. 78% of the personnel are vaccinated, of which 36% have had their booster.

Lieutenant Kesel has returned from his deployment, starts work on the 27th of January

F/F Enright has started his deployment and will be gone for a year.

The Chief has pulled the Captain list to interview some individuals to replace a possible retirement.

Ridge Road Fire District will sponsor the next recruit academy, BC Quill and Lieut. Williams will be the lead on this activity. Should start in August ending in November. More to come.

The Chief met with PCC about the upgrades to the IT equipment in the meeting room. They will be sending a quote for the work. He has calls out to others to obtain quotes.

Motion made by Commissioners Bowers and Stoerger to go into Executive Session to discuss matters promotion and compensation of certain personnel @ 19:31 hrs. Motion unanimously carried.

Motion made by Commissioners Bowers and Stoerger to come out of Executive Session @ 19:40 hrs. Motion unanimously carried.

No decisions were made during the Executive Session.

Motion made by Commissioners Bowers and Stoerger to promote Lieut Williams to Captain and continue in his present job. Effective January 27th. Motion unanimously carried.

Motion made by Commissioners Stoerger and Bowers and to give Tom Kirchoff our IT support a \$5.00 raise. Effective January 27th. Motion unanimously carried.

DC McGarry updated the board on the fence bordering the west of the Ridgeway Station. It has again fallen over. The Ridgeway Lieutenants will take the lead on getting quotes to fix the fence. They will follow our procurement policy

DC McGarry updated the board on the recent grant we received. This was due to the efforts of Lieut Howcraft. We will be using it to replace our existing AED's.

OLD BUSINESS

Commissioners Bowers and Stoerger updated the board on the side door project. On schedule to start on the 24th.

There will be a GFC meeting at Barnard on February 3rd. to discuss the future of the Greece Fire Council.

Commissioner Stoerger updated the board on the Stoneridge project. The Chief has received the report from everyone that works there.

Last month the Chief presented a few changes to the Employee Handbook. He gave more detail as to why he wanted to make these changes. The board decided to table this until April when the Chairman is back from his sabbatical.

Motion made by Commissioners Bowers to sign the procurement policy after he reviewed it. 2nd by Commissioner Stoerger, Motion unanimously carried.

NEW BUSINESS

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

The Chief presented the contract for EAP with UR Medicine.

Motion made by Commissioners Bowers and Hayes to give the Chairman permission to sign the EAP contract with Strong. Motion unanimously carried.

The secretary had sent out the new Financial Management policy and did not receive any feedback.

Commissioners Bowers and Stoerger moved to approve the new policy effective January 17th, 2022. Motion unanimously carried. {See Attachment J} Treasurer Frisicano updated the board on the progress to institute the new policy.

Chairman Stoerger presented to the board Resolution 2022-1-2 to Establish a Reserve Fund for the payment of Bonded Indebtedness for the district, Commissioner Stoerger Yes, Commissioner Bowers Yes, Commissioner Hayes Yes, Commissioner Richardson Absent, Commissioner Messbauer Absent. Carried {See Attachment K}

Commissioners Stoerger and Hayes moved to allow the Treasurer to follow his plan for investment of \$361,280.00 once the reserve fund is established. The funds will be put in a CD until March of 2023. Based on the CNB recommendation he will do this in either 30, 60 or 90 day increments. Motion unanimously carried. {See Attachment B}

Commissioner Bowers updated the board on the new tax exemption that has passed at the state level and now needs to be approved by the County, Town, School Board, and the District. This needs a public hearing before we can pass the resolution. We are planning on having the public hearing at 6pm on Feb 21st before our board meeting.

UPCOMING EVENTS

- Valentines Day Feb 14th
- MCFDOA meeting February 17th 7pm @ Brighton
- Public hearing for tax exemption February 21st @ 18:00 hrs
- Next Board Meeting February 21st @ 18:30 hrs.

MOTION TO ADJOURN

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

Respectfully,

A handwritten signature in cursive script that reads "Kenneth D Bowers". The signature is written in black ink and is positioned above the printed name.

Kenneth D Bowers, Secretary

Addenda:

- A. January 17th Abstract of claims
- B. Financial Report incl CIP P&L
- C. Affidavit of publication for meeting dates in 2022
- D. Note from Deputy on the new grant
- E. Vehicle Status Report
- F. January Newsletter
- G. Letter from Local 3794 on new president
- H. Incident Summary report for last month and Year End.
- I. Travel for training report
- J. New Financial Management Policy
- K. Resolution #2022-1-2