



RIDGE ROAD FIRE DISTRICT Commission's Monthly Board Minutes 3/21/2022

Present:

**Kenneth D. Bowers, Commissioner / Secretary
John Hayes, Commissioner
Tom Richardson, Commissioner
Dave Messbauer, Commissioner**

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

Absent: Eric Stoerger, Commissioner / Chairman

CALL TO ORDER

The meeting was called to order at 18:30 PM by Vice Chairman Bowers

PUBLIC FORUM

District FF Charlie Beck joined the meeting prior to Chief's report

PREVIOUS BOARD MINUTES

The Board Minutes from February 21st, 2022 were sent, and all updates have been incorporated. **Commissioners Hayes 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 March 21st, 2022, for review and approval for payment. The total claims were \$361,846.53 Commissioner Bowers represented the Board at the bill review. Significant payments included (\$4,306.43) to American Express for training registrations, monthly email & internet fees, and workout equipment, (\$4,699.60) to CDW for 5 new ThinkCenters, (\$127,306.25) to Depository Trust Company for principal and interest on our bonds, (\$4,970.27) to Municipal Emergency Services for station wear jackets etc, (7,002.96) to Premier Fire Apparatus for Maint and repairs

to 253 and 250,(\$6,890.00) to Stokes, Visca, Hucko & Barnes for Audit testing and procedures for 2021, (\$10,760.00) to Utica National for premium payment, (\$280,394.00) for our Health and Life Insurance Plans

After a short discussion the Board moved as follows.

Commissioners Messbauer and Hayes 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 February 28th, 2022, for a total \$16,999,266.84 and CD Summary as of 3/18/2022. Cash Receipts report as of 2/28/2022, total \$14,212,544.93. Profit and Loss Actual vs. Budget – as of February 28th, 2022.

Donations for the month = \$245.00

Rick recommends that we reinvest:

General CD Acct 4658 for 10,700,000.00 for 28 days @ 18%.

Commissioners Messbauer and Richardson moved to accept the donations that totaled \$245.00. Motion unanimously carried. {See Attachment B}

Commissioners Richardson and Bowers moved to allow the Treasurer to follow his presented investment plan. Motion unanimously carried. {See Attachment B}

After some discussion, the Board moved as follows:

Commissioners Richardson and Bowers 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

- March Newsletter {See Attachment - C}
- Announcement of Capt. Phillip's retirement and party {See Attachment - D}
- Meeting on feasibility study March 23rd. {See Attachment - E}
- RRFD vehicle report {See Attachment - F}
- Incident Summary reports for last month {See Attachment - G}
- Travel for training report {See Attachment - H}
- Letter from County Fire Marshals Association {See Attachment - I} Given to the Fire Department for their consideration.

CHIEF'S REPORT

- F/F Enright is in his 3rd of 12-month deployment
- Capt. Phillips announced his retirement, his last day will be March 29th.
- The Chief was given permission from the Board to offer a conditional promotion to Lieut. Howcraft.

After a brief discussion the board moved as follows

Motion made by Commissioners Bowers and Hayes to make Lieut Howcraft's promotion to Captain, permanent as of March 31st, 2022. Unanimously carried.

- The Chief had contacted and met with 3 companies (PCC, Security 101, and Superior) Each left with getting back to us with a quote. The only quote we got back was from PCC @44K. The Chief and others scrubbed it and got the quote down to \$33,307.00. PCC did the Greece Town Hall.

After much discussion the Board moved as follows

Motion made by Commissioners Richardson and Messbauer to move forward with the quote from PCC not to exceed 33.5K and give the Chief permission to contact PCC to get the work started. Unanimously carried.

- Meeting with Bergman on Wednesday to go over their proposals
- New washing machine was purchased for Ridgeway (Old one died)
- The Chief updated the board on the conclusion of the sanitary sewer issue at Stoneridge Station. Capt Williams contacted the town should this happen again.
- Captain Williams is working on a project for spring cleaning
- The Treasurer's office has been cleaned out
- Tom Kirchoff replaced 5 old computers; he plans on using the old ones for other work.
- Thank you to Group 4 for painting the hallway after our side door project
- Thank you to FF Mike Stoerger and his hockey team for their fundraiser for breast Cancer, they raised over 4k for that charity. They also raised 3K for the Joe Manuse Detector fund at another event that Mike Coordinated.

DEPUTY CHIEF'S REPORT

- RRFD Annual Report is finished and will be emailed out for our review
- The Lieuts at Ridgeway have reached out to 3 fence companies. Two provided quotes back. The board gave permission to the Deputy to move forward with getting the fence repaired. The quote was well under \$1.5K

OLD BUSINESS

None

NEW BUSINESS

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

UPCOMING EVENTS

- Ramadan starts @ sundown on the 2nd of April.
- Palm Sunday is the 10th of April
- Good Friday is the 15th of April
- Easter is on the 17th of April
- Our next Commission Meeting is Tuesday April 19th 6:30 pm
- MCFDOA Dinner Meeting Thursday April 21st

MOTION TO ADJOURN

Commissioners Messbauer and Richardson moved to adjourn at 19:12. 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. March 21st Abstract of claims
- B. Financial Report incl CIP P&L
- C. March Newsletter
- D. Announcement of Capt. Phillip's retirement and party
- E. Meeting on feasibility study March 23rd.
- F. RRFD vehicle report
- G. Incident Summary reports for last month
- H. Travel for training report