RIDGE ROAD FIRE DISTRICT
Commission's Monthly Board Minutes
2/21/2023

Present: **Kenneth D. Bowers, Commissioner / Secretary**
John Hayes, Commissioner
Tom Richardson, Commissioner
Steve Johnson, Chief
Richard Frisicano, District Treasurer

Absent: **Dave Messbauer, Commissioner**
Eric Stoerger, Commissioner / Chairman
Cheryl Garofalo, District Administrator / Deputy District Treasurer
Sean McGarry, Deputy Chief

CALL TO ORDER
The meeting was called to order at 6:50 PM by Vice Chairman Bowers, Commissioner Bowers apologized for getting started so late. He was helping a neighbor and lost track of time.

PUBLIC FORUM
No members of the public were present. FF Sean Wilder was in attendance from the district
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PREVIOUS BOARD MINUTES
The Board Minutes from January 17th 2023 were sent, and all updates have been incorporated. **Commissioners Hayes and Richardson moved that the minutes be approved. Motion unanimously carried.**

ADMINISTRATOR'S REPORT

Treasurer Frisicano presented the General Abstract of audited claims for the period up to February 21st, 2023 for review and approval for payment in the absence of the District Administrator. The total claims were $278,643.27, Commissioner Bowers represented the Board at the bill review. Significant payments included ($49,393.03) to Municipal Emergency Services for 14 sets of turnout gear ($6,376.28) to Target Solutions Learning for our online training membership
After a short discussion the Board moved as follows.
Commissioners Richardson 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 January 31st, 2023 for a total $4,229,559.76, CD Summary as of 2/17/2023, Account Reconciliation report. Cash Receipts report as of 2/17/2023, total $24,840.35. Profit and Loss Actual vs. Budget – as of February 21st, 2023.
$150.00 Donations for the month
Rick recommends that we reinvest:

$12,600,000.00 General Account #1890 for a 14 day term @ rate 4.35%
$1,700,000.00 + Interest - Bond Reserve #6074 for a 22 day term @ rate 4.35%.
$364,340.89 + Interest - URUA #1108 for a 22 day term @ rate 4.35%

Commissioners Richardson and Hayes moved to accept the donations that totaled $150. Motion unanimously carried. {See Attachment B}

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

SECRETARY'S REPORT & CORRESPONDENCE

To be included as attachments:

- District Newsletter for February {See Attachment C}
- RRFD Vehicle status report {See Attachment D}
- District Summary Report for February {See Attachment E}
- Travel for training report {See Attachment F}
- Note from Treasurer with Financial Report {See Attachment G}
- Proof of 2nd publication of Legal notice on meeting dates{See Attachment H}
- Note from Ray Diraddo on annual audit {See Attachment I}
- Note from Chief on FF Dave Williams retirement{See Attachment J}
- Note from Treasurer on Funds transfer. {See Attachment K}

To be included in folder with minutes:

- Contract with turnout Express

CHIEF'S REPORT

One FF out with Covid complications
One BC out for surgery (Non work related) expected to be back by April 1st.

Gates Fire District will be hosting their recruit training start March 27th until Mid June
Lieut Weber has been assigned to assist with the recruit academy, he will be one of the lead instructors.

The Chief has asked that the board consider making FF Dan Scacchetti a temporary Lieutenant from 3/9 to 6/27 to work with the new recruits before going to the academy. Then move onto Grp #3

Commissioners Richardson and Hayes moved to give the Chief permission to promote FF Scacchetti to a temporary civil service lieutenant. Motion unanimously carried.

The Chief updated the board on the recent interviews, He has extended conditional offers to 3 individuals from the interviews that they got permission for at the last meeting. One is a transfer from Brighton and the other two are volunteers, one from Spencerport and one from North Greece. They would start March 9th.

Commissioners Bowers and Richardson moved to give the Chief permission to extend those offers. Motion unanimously carried.

FF Cotterone will be returning to the line from his assignment as the risk reduction employee. The Chief is asking permission to post for a part time Risk Reduction employee. He did canvas the district personnel and no one wanted the position.

Commissioners Richardson and Bowers moved to give the Chief permission to post for a part-time Community Risk Reduction Employee. Motion unanimously carried.

The secretary supplied the board with the Chief's proposed updates to the Non-Union employee's handbook.

After some discussion, Commissioners Hayes and Richardson moved to approve the changes to the Non-Union employee handbook. Motion unanimously carried.

The Chief will supply the secretary a copy of the new handbook.

The Chief updated the board on the ISO audit that was performed last July where we were 1.5 points from being class 1, we did well but didn't move to class 1, he is meeting with the auditor to understand how we were scored.

Capt Howcraft has been working on some grants that we could take advantage of.

DC McGarry is looking into a County Grant that we could take advantage of.

We had budgeted to replace the 5" hose on 253 that was given to us from Barnard. Churchville had the lowest bid for the hose around 19K.

There was a lot of discussion around the fence at our Ridgeway station. It needs to be replaced. It keeps falling down from the wind and is an eyesore for the neighbors.

After some discussion, Commissioners Bowers and Hayes moved to approve the chief getting proposals for repairing the fence to go along with the NYS Fence quote. Motion unanimously carried.

The Chief asked that we have a swearing in event in April ahead of our meeting on the 17th. @ 6pm

The Chief also would like to set a date for the August picnic that the board has agreed to support.

The Chief and Deputy are working on a reimbursement from the event in Erie County. Cleveland hills Fire department.

The Chief talked about the great job that Mike Stoerger and his crew did with the hockey event for breast cancerHe is doing another one on March 12th.

Lunch for FF Williams retirement is Thursday @11:30 and BC Streb's is Friday

OLD BUSINESS

The board discussed what to do with the Stoneridge project, it was decided to move forward with getting a construction manager and final design price.

NEW BUSINESS

Commissioner Bowers received the Training for travel in February/March. **Motion to approve the training, Commissioner Richardson, 2nd Commissioner Hayes, unanimously carried.** {See Attachment F}

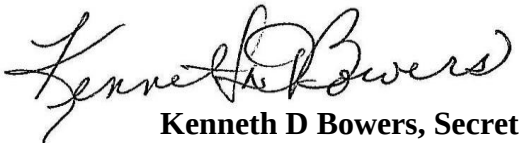
UPCOMING EVENTS

- **Ash Wednesday February 22nd**
- **Lent begins on February 27th**
- **Next Board Meeting March 13th @ 18:30 hrs.**

MOTION TO ADJOURN

Commissioners Richardson and Hayes moved to adjourn at 19:50. Motion carried.

Respectfully,



Kenneth D Bowers, Secretary

Addenda:

A. January 17th Abstract of claims {See Attachment A}
B. Financial Report incl CIP P&L {See Attachment B}
C. District Newsletter for February {See Attachment C}
D. RRFD Vehicle status report {See Attachment D}
E. District Summary Report for February {See Attachment E}
F. Travel for training report {See Attachment F}
G. Note from Treasurer with Financial Report {See Attachment G}
H. Proof of 2nd publication of Legal notice on meeting dates{See Attachment H}
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