RIDGE ROAD FIRE DISTRICT
Commission's Monthly Board Minutes
2/19/2024

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

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

Absent: **Eric Stoerger, Commissioner / Chairman**
Dave Messbauer, Commissioner

CALL TO ORDER
The meeting was called to order at 6:25 PM by Acting Chairman Bowers

PUBLIC FORUM
No members of the public were in attendance, we did have 2 members from the district in Attendance, BC Joe Muniz and FF Charlie Beck.

PREVIOUS BOARD MINUTES
The Board Minutes from January 15th, 2024, Board Meeting Minutes were sent, and all updates have been incorporated.
Commissioners Richardson and Hayes moved that the minutes be approved. Motion unanimously carried.

ADMINISTRATOR'S REPORT
District Administrator Garofalo presented the Abstract of audited claims for the period up to January 15th, 2024, for review and approval for payment. The total claims were $333,752.31 Commissioner Bowers represented the Board at the bill review. Significant payments included ($6,319.97) to American Express for misc. expenses with travel for training etc. ($3,384.32) to Dival Safety & Supplies for life for Gas monitor calibration and air compressor repair. ($58,652.80) to Municipal Emergency Services for Turnout Gear, Uniforms and Rescue tools ($15,324.00) to North Greece for Bob Floyd's services ($22,902.01) to Passero Assoc for

Professional services related to the Stoneridge project ($175,295.46) for our Health, Retirement and Life Insurance Plans

After a short discussion the Board moved as follows.
Commissioners Richardson and Bowers 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 February 19th 2024 for a total $4,245,407.72, CD Summary as of 1/31/2024, Account Reconciliation rpt. Profit and Loss Actual vs. Budget – as of Jan 31st, 2024.
No Donations for the month
Rick suggested the following CD investments.
General Account 0749 invest 2,250,000.00 for 30 days @ 5.24%.
General Account 0757 invest 2,000,000.00 for 58 days @ 5.24%.
General Account 0765 invest 5,000,000.00 for 84 days @ 5.24%.
General Account 0773 invest 5,000,000.00 for 58 days @ 5.15%.
URUA Account 0781 invest 3,500,000.00 for 58 days @ 5.15%.
Bond Reserve Account 7754 invest 383,576.69 for up to 6 months @ 5.25%.
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Commissioners Bowers and Richardson moved to allow the treasurer to follow his plan on the CD investments and use his judgment to invest the Bond reserve up to 6 months depending on best rate of return. 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

To be included as attachments:

- General Abstract for February {See Attachment A}
- Monthly Financial Report {See Attachment B}
- District summary Report for February {See Attachment C}
- District Newsletter for January {See Attachment D}
- RRFD Vehicle status report{See Attachment E}
- Travel for training report {See Attachment F}
- Note from Treasurer on open items for Lawrence Johnston {See Attachment G}
- Letter of Engagement from Coughlin & Gerhart {See Attachment H}
- Letter of Engagement from McConville Considine {See Attachment I}
- Note from Chairman on outstanding invoices{See Attachment J}
- Note from Chief on FF Nicholas Chiapperini's new family member {See Attachment K}
- Note from Treasurer on CD Investments {See Attachment L}
- Note from BC Muniz on new E252's progress {See Attachment M}
- Note from Commissioner Messbauer on missing meeting {See Attachment N}
- Note from Chief on Jeremiah Shufelt's Retirement {See Attachment O}
- Update from Chief on new 252 {See Attachment P}
- Note containing the EAP contract from the Chief to be filed {See Attachment Q}

To be included in folder with minutes:

- Chiefs Agenda

CHIEF'S REPORT

- 1 FFs out non-work-related injuries for about a month
- 1 FF out with a minor work-related injury
- The Chief has identified DC McGarry to replace him as chief upon his retirement.

Commissioners Bowers and Richardson moved to promote DC McGarry to Chief effective March 14th. Motion unanimously carried.

- 8 Interviews have been done to fill vacant FF positions. We have 4 spots to fill. We previously agreed to fill 5 positions. He would like to extend offers to the 4 individuals who scored high to start March 14th. One is a transfer from the City of Canandaigua.

Commissioners Bowers and Hayes moved to give the Chief permission to extend the offers to the 4 individuals to start March 14th. Motion unanimously carried.

- The Chief updated the board on the progress on the Deputy's new vehicle.
- has received two intents to retire notices, July and the other in October.
- The Chief updated the board on the progress with the Stoneridge project, holding bi-weekly meetings with the committee.
- No word from the folks at ISO yet.

DEPUTY CHIEF'S REPORT

- The Deputy Chief updated the board on our annual compliance report that has been completed and submitted. Thanks to everyone who worked on this.
- Still no word on the ARPA funds we put in for.
- OFPC has put out notification on class B foam that it contains cancer causing agent. It has been pulled from all our equipment. Now we need to discard what we have in house. T&R environmental is the company that will take it away and dispose of it at a cost of just over $4k.

Commissioners Hayes and Richardson moved to give the Deputy Chief permission to have it discarded at a cost not to exceed $4.5K

- The Deputy updated the board that Red Alert has notified us that they will be increasing their costs. The Deputy feels it may be time to change vendors, more to come on this.
- Lt Weber received his certification as a fire officer accreditation, A lot of work went into this! **Congratulations to LT Weber.**

Commissioners Bowers and Hayes moved to go into Executive Session to discuss a promotion of an employee of the district at 6:49PM, Motion unanimously carried.

Commissioners Bowers and Richardson moved to come out of Executive Session at 6:55PM, Motion unanimously carried.

No decisions were made during Executive Session

Commissioners Bowers and Richardson moved to promote Joe Muniz to Deputy Chief starting March 14, 2024, Motion unanimously carried.

- Deputy Chief stated there are a couple of updates to the Non-Union Employees handbook that is needed.

Commissioners Bowers and Richardson moved to extend the Chief until April 10th. 2024, Motion unanimously carried.

- The Deputy thanked the Chief for his mentorship during this transition!

OLD BUSINESS

The Deputy and Chief updated the board on the progress at Stoneridge. The meeting will take place the following Tuesday to start to go over what is needed room by room. Commissioner Richardson wanted to make sure the proper amount of power is planned for the new station.

NEW BUSINESS

Commissioner Bowers received the Travel for Training in Jan/Feb
Motion to approve the training, Commissioner Richardson, 2nd Commissioner Hayes, unanimously carried. {See Attachment F}
Commissioner Bowers updated the board on the MOU from the State when training Career firefighters, we are being advised by legal counsel to not sign it.
Commissioner Bowers sent out the updated vehicle replacement policy. Everyone was OK with signing the updated policy. The only change might be that the Quint replacement committee may need to start earlier than published because of the lead times.

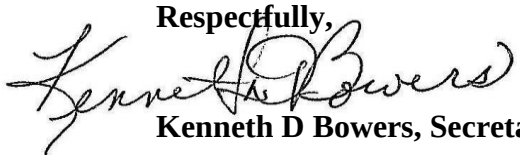
UPCOMING EVENTS

- Daylight Savings begins on March 10th.
- Next Board Meeting March 18th @ 6:30 pm
- Next County Meeting April 18th @ St. Paul Exempts 6:00pm

MOTION TO ADJOURN

Commissioners Hayes and Richardson moved to adjourn at 7:06. Motion carried.

Respectfully,



Kenneth D Bowers, Secretary

Addenda:
To be included as attachments:

A. General Abstract for February
B. Monthly Financial Report
C. District summary Report for February
D. District Newsletter for January
E. RRFD Vehicle status report
F. Travel for training report.
G. Note from Treasurer on open items for Lawrence Johnston

To be included in folder with minutes:

Chief's agenda
Letter of Engagement from Coughlin & Gerhart
Letter of Engagement from McConville Considine
Note containing the EAP contract from the Chief to be filed.