RIDGE ROAD FIRE DISTRICT
Commission's Monthly Board Minutes
5/20/2024

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

Sean McGarry, District Chief
Joe Muniz, Deputy District Chief
Cheryl Garofalo, District Administrator / Deputy District Treasurer
Richard Frisicano, District Treasurer

Absent: **Dave Messbauer, Commissioner**

CALL TO ORDER
The meeting was called to order at 6:30 PM by Chairman Stoerger

PUBLIC FORUM
No members of the public were in attendance.

PREVIOUS BOARD MINUTES
The Board Minutes from April 15th 2024 Board Meeting Minutes were sent, and all updates have been incorporated.
Commissioners Hayes and Richardson 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 May 20th, 2024 for review and approval for payment. The total claims were $327,614.21 Commissioner Bowers represented the Board at the bill review. Significant payments included ($10,543.00) to Alpine Software Corp for Annual Renewal for Red Alert, ($8,416.36) to American Express for misc expenses with travel for training etc. ($21,800.00) to Depository Trust Company for Interest Due on Serial Bonds, ($13,943.00) to Howe and Bassett Co. for Install of Tankless hot water system at the Ridgeway Station, ($34,904.94) to Passero Associates for Professional Services for the Stoneridge Project, ($6,358.88) to Municipal Emergency Services for Turnout Gear, Ice Rescue Suits, Polo's, Job Shirts, Pants ($6,783.00) to Utica

National Insurance for Commercial & Auto Insurance premium installment ($26,159.00) to Witmer Public Safety Group for New hose for the New Engine 252, ($154,372.12) for our Health, Retirement and Life Insurance Plans.

Commissioner Stoerger asked about the tankless hot water system put into Ridgeway and Commissioner Richardson asked about the plans for the old 252.

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 April 30th, 2024 for a total of $16,156,855.44, CD Summary as of 5/20/2024, Rick proposed that we Invest $4,075,000.00 in the General Fund CD #0765 for 28 days @ 5.2%. Account Reconciliation rpt. Profit and Loss Actual vs. Budget – as of May 20th, 2024.
CPR Donation of $125.00 for the month. We did finally receive the ARPA Grant monies. Utilities are running a bit higher than expected.

After some discussion, the Board moved as follows:
Commissioners Richardson and Bowers moved to accept the Donation of $125.00 Motion unanimously carried. {See Attachment B}

Commissioners Richardson and Stoerger moved to accept the Treasurer's investment Strategy for the month. Motion unanimously carried. {See Attachment B}

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

SECRETARY'S REPORT & CORRESPONDENCE

Commissioner Bowers as a Director in the State District Officers Association presented Chairman Stoerger with a certificate acknowledging his 10 yrs of dedication to the Ridge Road Fire District.

To be included as attachments:

- General Abstract for February {See Attachment A}
- May Financial Report {See Attachment B}
- Travel for training report {See Attachment C}
- District Newsletter for May {See Attachment D}
- RRFD Vehicle status report{See Attachment E}
- District summary Report for May {See Attachment F}
- Note from Chairman on Apparatus Incident {See Attachment G}
- Note from the Deputy on the Birth of FF Vega's son.{See Attachment H}
- Two Proofs of Purchase from RBJ, the first is on our 2023 Audit, the other on Sealed Bids for Stoneridge Project {See Attachments I & J}
- Note from Treasurer on CD Maturing {See Attachment K}
- Note from Chief on 2 Thank You notes. {See Attachment L}
- Note from FF Cottorone on BC Robertson's Memorial service.{See Attachment M}
- Note from Deputy on Thank You from Chief Battaglia NG {See Attachment N}

- Note from Deputy and Chief on Surplus Gear {See Attachment O}
- Note from Commissioner Messbauer on meeting attendance. {See Attachment P}
- Note from Chief on Gates Chief Bubel's retirement. {See Attachment Q}

To be included in folder with minutes:

- Chiefs Agenda

CHIEF'S REPORT

- We have 1 Officer that has returned to work from a work related injury on May 8th. Commissioner Bowers asked for the report from the Safety Committee's findings be sent out to the board on this incident.
- One FF returned to work today from a Non-work related injury
- All 3 of our recruits are doing well at the academy.
- The Chief spoke of the minor accident between E252 and E254 during training.
- The Deputy is working on the accident review policy
- The Chief passed out 3 quotes for Seal Coating HQ and the Annex, BLP Seal coating is the recommended vendor by Capt Williams.

Commissioners Stoerger and Bowers moved to give permission for Chief McGarry to move forward with BLP Coating to do the sealcoating at HQ and the Annex for the quoted price of 12.6 K Motion unanimously carried.

- Capt Dupra has asked for replacement of the 6 chairs in the HQ lounge at 5.5k and the 4 chairs at Ridgeway for a total of 9K.

Commissioners Bowers and Stoerger moved to give permission for Chief McGarry to move forward with purchasing the chairs. Motion unanimously carried.

- Incident of note on May 2nd we had a fire at a residence on Berkshire Dr. heavy fire and the crews did a great job. We had several other calls going on at the same time. Everything was handled by ourselves and our neighboring districts. We also had a major fire on May 6th in 253's area as well. Another great job by the crew as well as the assistance from Barnard.
- North Greece has asked if they could use BC Gebo from time to time as a PIO for their district. Similar agreement as we have with Bob Floyd. If the Board is OK Chief Battaglia will draft something up and run it by Ray DiRaddo.

Commissioners Bowers and Stoerger moved to give permission for Chief McGarry to approach NG Chief and have him draft up a proposal and run it by Ray DiRaddo for the use of BC Gebo as PIO for their district. Motion unanimously carried.

- Chief attended the NYSCA meeting with no further news from OFPC on the Waiver or the OSHA Standards.
- Commissioner Stoerger asked about what transpired and steps taken after the accident with our trucks.

DEPUTY CHIEF'S REPORT

- The Deputy Chief updated the board on our Stoneridge Ridge process, he has worked with the 911 center on the changes going forward for assignments. We saved roughly 40K removing the bell tower.
- The Board will need to have a Special Meeting on June 3rd at Noon to award the Bids for site work and demo of the station. Trim line will need to be contacted.
- There is a 2 week delay on getting the new 252 in service.

OLD BUSINESS

The Chief updated the board on the issue with heat in the Treasurer's office. Work is still going on. We have two proposals on what is needed. Much discussion took place and at this point we will meet with Crosby-Brownlie to discuss the path forward.
We will meet with them on the 30th after we meet on the handbook.

Resolution to approve the Disposal of Surplus Equipment, Commissioner Bowers, 2nd Commissioner Hayes, unanimously carried. {See Attachment O}

The Chief updated the board on the meeting that we had with Crosby Brownlie and we now have a clear path forward.
Motion to approve the expenditure of roughly 7K to Crosby Brownlie to add the secondary heating unit and thermostat to the Treasurer's office, Commissioner Stoerger, 2nd Commissioner Bowers, unanimously carried.

NEW BUSINESS

Commissioner Bowers received the Travel for Training in May/June
Motion to approve the training, Commissioner Stoerger, 2nd Commissioner Hayes, unanimously carried. {See Attachment C}

The Chairman updated the board on a meeting around the changes to the Non-Union Employee Handbook. The Deputy is breaking it into a couple of pieces that covers the Chief Officers and a section for support staff. More to come after we see that and review it.

The Board has decided to hold a Special Meeting on June 3rd at Noon to accept the bid for site and demo of the StoneRidge Project.

The Treasurer approached the board on what grants and help we can consider to help us with the records retention room. Commissioner Bowers will investigate further and send out the LGS Schedule.

UPCOMING EVENTS

- Memorial Day May 27th.
- Father's Day June 16th.
- Special Board Meeting June 3rd, @ Noon
- Next Monthly Board meeting June 17th @ 6:30pm
- Next County Meeting June 20th @ St Paul Exempts 6:00pm.

MOTION TO ADJOURN

Commissioners Bowers and Stoerger moved to adjourn at 7:34. Motion carried.

Respectfully,

Kenneth D Bowers

Kenneth D Bowers, Secretary

Addenda:
To be included as attachments:

A. General Abstract for February {See Attachment A}
B. Monthly Financial Report {See Attachment B}
C. Travel for training report {See Attachment C}
D. District Newsletter for May {See Attachment D}

E. RRFD Vehicle status report{See Attachment E}
F. District Summary Report for May {See Attachment F}
G. Note from Chairman on Apparatus Incident {See Attachment G}
H. Note from the Deputy on the Birth of FF Vega's son{See Attachment H} .
I. Two Proofs of Purchase from RBJ, 1 on our 2023 Audit, the other on Sealed Bids for Stoneridge Project {See Attachments I & J}
J.
K. Note from Treasurer on CD Maturing {See Attachment K}
L. Chief on 2 Thank You notes. {See Attachment L}
M. Note from FF Cottorone on BC Robertson's Memorial service{See Attachment M}
N. Note from Deputy on Thank You from Chief Battaglia NG {See Attachment N}
O. Note from Deputy and Chief on Surplus Gear {See Attachment O}
P. Note from Commissioner Messbauer on meeting attendance. {See Attachment P}
Q. Note from Chief on Gates Chief Bubel's retirement. {See Attachment Q}

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