RIDGE ROAD FIRE DISTRICT
Commission's Monthly Board Minutes
3/17/2025

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

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

Absent: **Eric Stoerger, Commissioner**

CALL TO ORDER
The meeting was called to order at 6:35 PM by Vice Chairman Bowers

PUBLIC FORUM
Pat Byrne & Dillon Gebo from the District and Lawrence Johnson our Auditor were in attendance.

PLEDGE OF ALLEGIANCE
Commissioner Hayes led the Pledge

PRESENTATION OF THE 2024 YE FINANCIAL REPORT

Mr. Lawrence Johnston, our Accountants from Stokes, Visca, Hucko & Barone, LLC., presented their report on our 2024 YE Financials and Audit to the District Board of Fire Commissioners and District Senior Staff. After some discussion the District Board accepted the report. {A Copy will be filed with meeting notes}

Commissioners Messbauer and Hayes moved that the Auditor's report be accepted. Motion unanimously carried.

PREVIOUS BOARD MINUTES

The Board Minutes from the February 17th, 2025 Board Meeting Minutes were sent, and all updates have been incorporated.
Commissioners Messbauer and Hayes moved that the minutes be approved. Motion unanimously carried.

ADMINISTRATOR'S REPORT

District Administrator Garofalo presented the Abstracts of both the District and the Stoneridge Project of audited claims for the period up to March 17th, 2025 for review and approval for payment. The total claims were $427,199.04 for the District and $319,310.97 for the Stoneridge Project. Commissioner Bowers represented the Board at the bill review. Significant payments included ($34,766.00) to Eastern Security Services for Deposit for upgrades to our cameras and access control systems, ($16,860.00) to Rochester Colonial Manufacturing for Door replacements at HQs & Annex, ($11,888.00) toStokes, Visca, Hucko, and Barone LLC for Services rendered for 2024 audit testing & Procedures, ($207,364.63) for our Health, Retirement and Life Insurance Plans.

For the Stoneridge Project up to March 17th, 2025 for review and approval for payment. Total Claims were $319,310.97.

After a short discussion, the Board moved as follows.
Commissioners Bowers and Messbauer moved to approve both abstracts for payment. Motion unanimously carried. {See Attachment A & B}

TREASURER'S REPORT

The Treasurer presented the Financial Report for the month which included the Account balances report as of March 17th, 2025 for a total of $20,510,996.08, CD Summary as of 3/17/2025,
1) Cash in smaller General CD and reinvest into the larger General CD, 2) Reinvest the balance of the URUA CD, 3) Reinvest the balance of the Bond CD, 4) Cash in smaller StoneRidge CD and reinvest into the larger StoneRidge CD, All CD's mature on 4/23/2025.

$100.00 Donations for this month.

After some discussion, the Board moved as follows:
Commissioners Bowers and Messbauer moved to accept the Treasurer's investment Strategy for the month. Motion unanimously carried. {See Attachment B}

Commissioners Bowers and Messbauer moved to accept the Donation of $100.00. Motion unanimously carried. {See Attachment B}

Commissioners Messbauer and Hayes moved to accept the Treasurer's Report. Motion unanimously carried. {See Attachment B}

SECRETARY'S REPORT & CORRESPONDENCE

Correspondence:

- Letter from Chief on the Donations in Memory of Phillip Dow
- Updates on the Stoneridge Project
- Letter from NYS Archives for a Grant we will pursue for next cycle
- Note from Chief on the Peyton Morse Legacy night at the Syracuse Crunch

- Note from Chief on the Announcement of Steve Tschiderer becoming the new Monroe County Fire Coordinator
- Note from Chief on the MCA with Barnard
- Note from the Chief on Commissioner Richardson going into the hospital
- Note from the Chief on the Building Permit issue with the town
- Municipal Agreement with Barnard that needs signing

To be included as attachments:

- Travel for Training Report
- District Newsletter for March 25
- RRFD Vehicle Status Report
- District summary report for March 25
- Financial Summary from Treasurer Frisicano

To be included in folder with minutes:

- Chief's agenda

CHIEF'S REPORT

- We have 1 FF out on work related Injuries expected back in June.
- One Lt out with a work related injury expected back in May
- One Capt out with Non -Work related Illness out for to 4 to 6 Months
- One FF out on Military Leave
- Numerous folks out throughout the month for the flu
- Has been a very busy month
- Had to replace the dryer at Ridgeway
- The generators have been serviced at all 2 stations
- He is receiving positive vibes about our endeavor to better our ISO rating
- Issued a training bulletin on 1st amendment audits, policy to follow.
- Requested permission to fill all vacancies created by the open BC position.

Motion to move into Executive Session to discuss matters leading to promotions at 7:05 Commissioner Bowers, 2nd Commissioner Messbauer, unanimously carried.

The Chief and Deputy Recommends:
Capt Sam Dupra to be promoted to Battalion Chief
Lieutenant Jordan Kesel for promotion to Captain (line position)
Lieutenant Mike Sauer for promotion to the Planning Captain
Lieutenant Balok be assigned as Temporary "Acting" Captain on Group #1 to cover for Lt Weber who is out on long-term sick leave.
FF Flanagan to be promoted to Lieutenant
FF Byrne II to be promoted to Lieutenant

Motion to come out of Executive Session at 7:12 Commissioner Bowers, 2nd Commissioner Messbauer, unanimously carried.

No decisions were made during the Executive Session.

DEPUTY CHIEF'S REPORT

- Our Stoneridge project is on track. Steel is up and two brick walls completed as well as much discussions around the Town Permits, more info coming.
- Eastern Security will be here in April to upgrade the Access to HQ
- The Federal Shut down has impacted some of our training
- He is looking to institute a peer support team, 1 person per group.
- He updated the board on the actions from the Quint Replacement Committee including a powerpoint presentation.

Motion to approve the Deputy and Chief moving forward with the committee's proposal, Commissioner Bowers, 2nd Commissioner Hayes, unanimously carried.

Motion to accept the suggested promotions made by Chief McGarry and Deputy Muniz by Commissioner Bowers, 2nd Commissioner Messbauer, unanimously carried.

OLD BUSINESS

- We are working on the grant for archives, we have more work going forward.
- Commissioner Messbauer is still working on getting his Commissioner training.

NEW BUSINESS

Commissioner Bowers received the Travel for Training in March/April

Motion to approve the training, Commissioner Messbauer, 2nd Commissioner Richardson, unanimously carried.

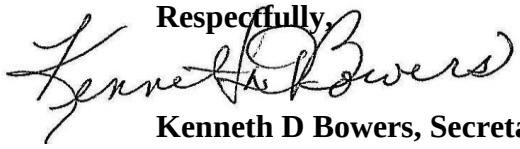
UPCOMING EVENTS

- Next Monthly Board Meeting April 21st @ 6:30pm
- Next County Meeting April 17th @ Fedele's Brook house 6:00pm attending Tom, John, and Ken

MOTION TO ADJOURN

Commissioners Bowers and Messbauer moved to adjourn at 8:20 Motion carried.

Respectfully,



Kenneth D Bowers, Secretary

Addenda:

To be included as attachments:

- General Abstracts for Mar {See Attachment A + B}
- Mar Financial Report {See Attachment C}
- Travel for training report {See Attachment D}
- RRFD Vehicle Status Report {See Attachment E}
- District summary Report for March {See Attachment F}
- District Newsletter for March {See Attachment G}
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To be included in folder with minutes:

- Chief's Agenda