

Brockport Fire District Commissioners
Regular Meeting
December 20, 2021 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Present: Commissioners: Patricia Connors, Debra Bax, Bill Bird, Allyn Hammel, David Georgiev; Treasurer Debra Kuhn; Chief Michael Menear, Deputy Chief Scott Wainwright; Attorney Ray DiRaddo

Excused: Assistant Chief Jose Medina

Others Present: None

Meeting called to order by Chairwoman Connors at 6:30 pm
Pledge Moment of Silence

Public Comments - none

Approval of December 6, 2021 Regular Meeting Minutes.

Motion by Commissioner Hammel seconded by Commissioner Georgiev to approve as read.
5 Yes 0 No

Chief's Report

- Reviewed submitted report.
- During the recent windstorm, there was no information put out regarding the number of calls that were handled. DC Wainwright will discuss with the PIO.

Deputy Chief's Report

- Reviewed submitted report.
- Commissioner Bird inquired if the iPads are being used. Chief Menear indicated that they are using them for Bryx911, etc. but not for the MPS App.
- Secretary Bax inquired about the recruit training and how it is listed in RedNMX. DC Wainwright indicated to keep entering as she has been doing.
- DC Wainwright thanked Chief Menear for working with him and for the time that he has devoted as Chief.

Assistant Chief's Report

- Reviewed submitted report.
- No questions regarding the report.

Motion by Commissioner Hammel seconded by Commissioner Bird to approve the Chiefs' Reports. **5 Yes 0 No**

Treasurer's Report

- Reviewed Statement of Activity, Statement of Financial Position by Fund, Encumbrance Worksheet, and Expenses from Reserve.

Motion by Commissioner Georgiev seconded by Commissioner Hammel to approve the Treasurer's reports. **5 Yes 0 No**

- Will put a purchase order system in place in 2022 for Capital purchases.
- Inquired as to what other truck repairs will be completed in 2021. DC Wainwright indicated that the tanker was going to Churchville Fire Equipment tonight and the Quint will have ladder testing done tomorrow.
- FDIC is all set.
- Will need the Performance Bond for the insurance company for the new truck. Commissioner Bird will be meeting with Jim Tabor on January 8, 2022 and will check on this.
- Reviewed Permissive Referendum spreadsheet.

- Requesting to move \$198.60 from the General Account to the Vehicle and Equipment Capital Reserve Fund to cover that amount which was over the Permissive Referendum for the squad lighting and siren.

Motion by Commissioner Hammel seconded by Commissioner Bird to approve.
5 Yes 0 No

- Noted that the Fishers Fire District audit reflected unassigned fund balance which was over their operating budget. Attorney DiRaddo indicated that we should start with a plan then build any new reserve fund and that there must be a reason to put money into a reserve fund.
- Harassment training through Utica National (Vector Solutions) is free.
- For the new reserve fund move money from the Fund Balance and this would be for items more than \$5,000. The new reserve fund will be at 5 Star and not NY Class.

RESOLUTION: 2021-80

Payment of Bills

BE IT RESOLVED, that the Treasurer is approved to transfer \$11,489.80 from the Vehicle and Equipment Capital Reserve Fund for the purchase of the SCBA bottles and to transfer from the general fund account \$16,915.62 for the regular bills and \$2,2,098.35 for payroll and deposit all into the general checking account to pay the bills totaling \$30,507.77.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve.

5 Yes 0 No

Motion by Commissioner Hammel seconded by Commissioner Bird to approve the Treasurer's Monthly Reports. **5 Yes 0 No**

Secretary's Report

- Preparing for the Organizational Meeting on Monday, January 3, 2022 at 6:30 pm and Commissioner Hammel will check to see if the Brockport Exempts Building is available.
- Discussion regarding the BVFA charge for Station 3. Commissioner Bird indicated that we should wave the \$200 fee for year 2022 again. The BVFA receives any money for bookings at Station 3.
- Line Office Equipment for storm mode. Needs to be reviewed with Greg Gartland and the Chiefs.
- Medical Agreement and IT Agreement were both signed.
- New Position Posting – will post in-house at Station 1 with a due date of applications by December 31, 2021.
- Annual Election closeout documents were completed, and information was delivered to the 2 towns.

New/Old Business

- ISO – Commissioner Hammel followed up on this and indicated that the last report was sent to the fire chief in 2019. We can't get an updated report unless a letter comes from the Chief. Will get together after January 1, 2022 and add new water lines and the tanker to update our ISO.
- Discussed radio inventory. Incoming Chief Wainwright will get a list to us as to who is assigned what so that the inventory can be updated.

Attorney DiRaddo

- OSHA has sent out new COVID Regulations for what happens if someone is affected.
- Tax exemption for firefighters needs a 10% resolution by the fire district, towns, school district, county, and village. The due date for requesting is the end of February.

Commissioner Reports

Commissioner Hammel – nothing

Commissioner Bird

- New sink was installed at Station 2.
- Floor mats came in for Station 1.
- No additional information on the new urinal issues at Station 1. Attorney DiRaddo suggested we get an estimate for repair and remediate the problem ourselves.

Commissioner Georgiev

- The fire extinguisher at Station 5 needs to be inspected.

Commissioners Connors and Bax - nothing

Motion by Commissioner Bird seconded by Commissioner Hammel to adjourn.

Meeting adjourned at 8:16 pm.

Respectfully submitted,
Debra L. Bax, Secretary
Brockport Fire District



Brockport Fire District Meeting Agenda

December 20, 2021 (in-person only)

6:30 PM

Meeting Facilitator: Patricia Connors, Chair

1. Pledge of Allegiance.
2. Moment of Silence to honor Brockport Fire District members who are no longer with us, as well as all First Responders and members of our Military.
3. Public Comment
4. Approval of Minutes from the Regular Meeting of December 6*
5. Chief's Reports *
6. BVFA representative
7. Treasurer's Report:
 - Budget Transfers - Monthly Reports*
 - FDIC Travel paperwork
 - Performance Bond for Truck
 - Purchasing – explanation of accrual system
 - Fund Balance Audit Fishers Fire District – OSC
 - Permissive Referendum Expense Spreadsheet
 - New Reserve Fund
 - Payment of Bills *
8. Secretary's Report:
 - Organizational Meeting
 - Line Office Equipment
 - Medical Agreement
 - IT Agreement
 - New Position Posting
 - Harassment Training 2022
 - Annual Election Closeout Documents
9. New/Old Business:
 - ISO update
10. Attorney Ray DiRaddo
11. Commissioners Reports
12. Executive Session –
13. Motion to adjourn. Meeting adjourned at _____ PM.

(*Motion to approve)



Brockport Fire District

Office of the Fire Chief

38 Market Street • P. O. Box 131

Brockport, NY 14420

Chief Michael Menear

Deputy Chief Scott Wainwright

Assistant Chief Jose Medina

Fire Chief's Report

Period of: 12/05/21 - 12/18/21

Calls to Date: 1181

Last Year at this time:

2020 2021

Calls as of last meeting: 135

Dec. 780 1181 between 01/01 and 12/18

Total Calls last month: 72

Fire Reports Due: 41

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Calls for the Month:

Many calls for MVAs and several calls EMS assist with Forcible Entry or CPR

12/05 – 424 West Ave, Fire in woods-unknown what is on fire, FIREA

12/05 – Sweden Walker Rd/East Ave, Rubbish Fire near Construction Veh.- Controlled burn, FIREB

12/05 – 625 West Ave, Smoke coming out of Kitchen Outlet, no flames, STRCTB

12/05 – 301 Wellington Woods Dr-E, Fire Alarm going off at Loc, AMTCA

12/06 – 444 Holley St, Clr sees the water gate in the canal –there is sparking coming from the lift gate, FIREB

12/06 – 302 Viking Way, CO & Smoke Detector activated, FUMSB

12/06 – 1470 Clarkson Parma TLR, per 682C, Wires down, WIREA

12/06 – 203 Caleb TRL, Monroe Req Fire respond also for Large Pt, FIREA

12/06 – 38 Quarry St, Tree took power lines down-No Arching /sparking, WIREA

12/06 – 46 State St, BCV (tree fell on clrs car and nbr car), FIREB

12/06 – 7707 W Ridge Rd, Saw a bright blu flash & sparks fell on the ground, WIREB

12/06 – 51 Spring St, RGE ETA within the hour, FUMSA

12/06 – 5110 BKPT/Spencerport Rd, Found 77 yo Brother deceased-Cancer Pt, 09E01

12/07 – Swamp Rd/Lake Rd, Says Nat Grid needs to be notified (wires down), WIREA

12/07 – 225 Royal Gardens Way, Medical Alert FD for Forced Entry, 32B02

12/07 – M.A. with SFD W Ridge Rd/Clarkson Parma TLR, Fluids leaking from both vehs, MVAA-Fluid/Smoke/Pole

12/07 – 507 Wellington Woods Dr-E, Disregard fire job//Amb made entry, FIREA

12/07 – Lake Rd/ Covell Rd, Car struck a deer- deer still alive-not block-leaking fluids, MVAB-Fluid/Smoke/Pole

12/08 – 100 Isla Way Apt 2302, MONE Unable to Cover/FD not needed, FIREA

12/08 – 579 East Ave, Wires Down, WIREA

12/08 – 23 Sherwood Dr, 3rd party-CO detector going –no sickness, FUMSB



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Calls for the Month (Cont):

- 12/08 – State St/Park Ave, Tractor-Trailer just took down a pole- no sparking- didn't stop, MVAA-Fluid/Smoke/Pole
- 12/08 – 3884 Sweden Walker Rd vacant lot across St, Large Fire burning (Burn Permit), FIREB
- 12/09 – 2658 Lake Rd, Veh flipped, 29D02p
- 12/09 – 23 Berry Grove Ln, clr smells Nat. Gas in basement, FUMSA
- 12/09 – 90 West Ave, Auto Alarm- verbal- No contact, AMTCA
- 12/10 – West Ave/Redman Rd, 2 car mva- airbags deployed, 29B01
- 12/10 – 542 LaDue Rd, Smell of Nat. Gas/no sickness/RG&E enr, FUMSA
- 12/11 – 8881 W Ridge Rd, Wires Arching and Sparking, WIREA
- 12/11 – 394 East Ave, Power line down across clr driveway-was arcing, WIREA
- 12/11 – 430 Residence Dr Perry Hall, 19 yoF- ate an edible & has an altered LOC, EMS
- 12/11 – 5500 Blk Redman Rd, Tree leaning on wire, WIREB
- 12/11 – 90 West Ave, Auto alarm, AMTCA- Commercial
- 12/11 – 90 West Ave, Fire alarm- zone 1 area 99, AMTCA
- 12/11 – 3086 Blk Lake Rd, wire down across Rd- no arching or sparking, WIREA
- 12/11 – 735 Salmon Creek Rd, tree on Power Lines in front yard, WIREB
- 12/11 – 76 Fayette St, No Fire/Aching/sparking-says he watched the roof peel off, WIREA
- 12/11 – 577 Gallup Rd, Tree fell on power lines, WIREB
- 12/11 – 1266 Euler Rd, Tree on wire-wire sparking, WIREB
- 12/11 – 191 Utica St, clr not sure if it hit the house (large Tree), FIREA
- 12/11 – 2943 Sweden Walker Rd, Power line arching & Tree on line, WIREA
- 12/11 – 38 Quarry St, Tree fell on power lines still up, WIREA
- 12/11 – W Ridge Rd/ Sweden Walker Rd, Wires down across rd-no Arching or sparking, WIREA
- 12/11 – Fourth Section Rd/ Commencement Dr. Low hanging power line just west of intersection, WIREB
- 12/11 – 1413 W Sweden Rd, power lines down across rd, no arching or sparking, WIREA
- 12/11 – 6437 Redman Rd, Tree down blocking Rd- wire tangled as well, WIREA
- 12/11 – 34 N Main St, Pole leaning towards bldg., FIREB
- 12/11 – 6140 Lake Rd, Transformer blew- Tree on fire next to it, WIREB
- 12/11 – 21 College St, Tree and wires down – pol OS, FIREA
- 12/11 – 564 Gilmore Rd, Pole down and sparking, WIREA
- 12/11 – 55 Lyman St, Tree fell on Nbr's house, FIREB
- 12/11 – Redman Rd/West Ave, Transformer Fire, WIREB
- 12/11 – 47 Blk Park Ave, Tree & Wires down, WIREA
- 12/11 – 329 Willowbrooke Dr., Is Sparking (Light pole fell), WIREA
- 12/11 – 2665 Clarkson Parma TLR, Tree & wires blking whole Rd, WIREA
- 12/11 – 2637 Clarkson Parma TLR, Tree dwn on Primaries// Dwn & Blocking, WIREA



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Calls for the Month (Cont):

- 12/11 – 3315 Sweden Walker Rd, Pole about to come down, WIREA
- 12/11 – 51 Monroe Ave, Power line down Phone pole over Rd, WIREA
- 12/11 – 131 Fayette St, Tree fell on 3 or 4 Parked cars, FIREB-Add-Police
- 12/11 – 21 Clinton St, Tree down on Bldg- Req FD to check structure, FIREB
- 12/11 – 76 Monroe Ave, Tree into House, FIREA
- 12/11 – 111 Campbell Rd, 676CReq FD Tree partially blking, FIREA
- 12/11 – 4076 Redman Rd, Pole snapped in middle of Apple Orchard, FIREB
- 12/11 – Shumway Rd/ Lake Rd, Wires down sparking in tree, WIREB
- 12/11 – East Ave/Sweden Walker Rd, Veh into ditch, MVAIB
- 12/11 – Clarkson Hamlin TLR/ Lake Rd, Blk Chevy Traverse leaking fluids, MVAA-Fluid/Smoke/Pole
- 12/11 – 300 State St, 974C Req FD to check structure, FIREA
- 12/11 – 43 Sweden Hill Rd, Clr hearing noises coming frm power source inside hse-no odor of smoke inside, FIREB
- 12/11 – 4 Owens Rd, Automatic Alarm- audible/fire/comm- fire pump running, AMTCA-Comm.
- 12/11 – 43 blk- Sweden Hill Rd, says she saw wire sparking across St. from Loc., WIREB
- 12/11 – 90 Gordon Rd, cancelled, FIREA
- 12/11 – Union St 7 Main St, Wire Down and Blocking, WIREA
- 12/11 – 7554 W Ridge Rd, Tree limb on wire, WIREA
- 12/11 – 45 Holley St, Tree fell- took porch off clrs house, FIREB
- 12/11 – 4640 Monroe Orleans County line Rd, Veh vs down tree, MVAA-Fluid/Smoke/Pole
- 12/11 – 232 Clark St, tree down & wires across the Rd, WIREA
- 12/11 – 832 Shumway Rd, REL 3650- states FD told him cb if got worse-transformer sparking against tree, WIREB
- 12/11 – 90 blk West Ave, walk up to FD tree down in the Rd, FIREA
- 12/11 – Redman Rd/Beadle Rd, trees on wires, WIREA
- 12/11 – 5803 Lake Rd, Lg tree down in clrs driveway, WIREA
- 12/11 – 369 Root Rd, Amb on scene req FD non emergent lift assist, FIREA
- 12/12 – 2966 Sweden Walker Rd, Tree laying one power lines, WIREA
- 12/12 – Sweden Walker Rd/BKPT-Spencerport Rd, Wire down in the Rd, WIREA
- 12/12 – 4 Owens Rd, Comm. Fire alarm- risers1-6, AMTCA
- 12/12 – 6151 BKPT-Spencerport Rd, Low hanging wire-being pulled down by tree, WIREA
- 12/12 – 54 Quarry St, Pole snapped-blocking the St., WIREA
- 12/12 – 2627 Clarkson Parma TLR, Tree fell &took down wires, WIREA
- 12/12 – 2955 Lake Rd, tree down on power lines, WIREA
- 12/12 - @ Main St Bridge, Pole & wires leaning, WIREA
- 12/12 – Quaker Maid St/ Fair St, Wires down, WIREA
- 12/12 – 446 Shumway Rd, Tree on wires, WIREA



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- 12/12 – 3318 Sweden Walker Rd, Fire to check integrity of pole, FIREB
- 12/12 – 24 College St, wires down over sidewalk, WIREA
- 12/12 – Clark St/Main St, power line hanging down, WIREA
- 12/12 – 3085 Clarkson Parma TLR, odor of smoke inside loc., STRCTB
- 12/12 – M.A. from HMW FD Gilmore Rd/ Sweden Walker Rd BTW Rt.260 & Rt.19, pole down snapped in half, WIREA
- 12/12 – 8 Stag creek TRL, Saw flames from outlets-now smells burnt wires, STRCTB
- 12/12 – 5805 BKPT-Spencerport Rd, person has an open fire in backyard, FIREA
- 12/12 – 13 Stag Creek TRL, Poss. Electrical issue, FIREA
- 12/12 – 12 Stag Creek TRL, Poss. electrical issue, FIREA
- 12/12 – 55 Glendale Rd, Tree leaning up against house service, WIREA
- 12/12 – 72 Brookdale Rd, Fire Alarm from bedroom, AMTCA
- 12/12 – 615 Viking Way, odor of Nat gas, FUMSA
- 12/12 – 4 Owens Rd, Automatic alarm, AMTCA
- 12/13 – 292 Main St, CO detector activated, FUMSA
- 12/13 – 900 LaDue Rd, Smoke in House, STRCTB
- 12/13 – M.A. to SFD 906 Washington St, Utility building on fire, STRCTA
- 12/13 – 7535 W Ridge Rd, Wires hanging on west side of the bldg., WIREA
- 12/13 – 133 Woodlands way, Clr mixed bleach and vinegar, FUMSA
- 12/13 – 2920 Lake Rd, Tree down laying on power lines, WIREA
- 12/14 – 308 Campbell Rd, Smell of Nat Gas, FUMSA
- 12/14 – 100 Royal Gardens Way Apt 305, EMS req FD for forced entry, FIREA
- 12/15 – 62 Sherwood Dr., Automatic alarm, AMTCA- Residential
- 12/15 – 156 West Ave, Automatic Alarm- Strong West, AMTCA-Commercial,
- 12/16 – 2343 Lake Rd, Porch on fire, STRCTA
- 12/16 – 321 New Campus Dr. SERC, 20 yoM dropped 300lbs on his chest, EMS
- 12/16 – 50 N Main St, 2 vehs-fluids leaking-blkg-no inj- jeep patriot vs ford fiesta, MVAIB
- 12/16 – 6510 BKPT-Spencerport Rd, Smells Nat. Gas in front of store & Office, FUMSA
- 12/16 – Liberty St/N Main St, strong odor of Nat. Gas, FUMSA
- 12/16 – 6500 BKPT-Spencerport Rd, Auto alarm with smoke in building, AMTCA, STRCTB
- 12/16 – Lake Rd/ Gilmore Rd, 682A Req FD with Chain saws for the tree blocking, FIREA
- 12/17 – M.A. to HMW FD 314 Hamlin Terrace Dr., FIREA
- 12/17 – 7789 W Ridge Rd, Wires down in the middle of the Rd, WIREA
- 12/17 – Lake Rd/LaDue Rd, Smoke from corn field, FIREB
- 12/17 – M.A. with HMW FD South Ave/Owens Rd (Actual Address 100 Fair St), fire Started by someone- comp doesn't think allowed to have fire- close to bldg., FIREB
- 12/18 – 167 Main St, Thinks friend is dead, 09E01

Some doubles were left off of this list of calls



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Miscellaneous/Current Projects:

A tremendous Thank you to those that were able to help during the storm event on 12/11 and 12/12. Mike V. and I are working on sorting out Amb. calls and matching numbers. Even with the storm we are doing well on Fire Reports.

I had a Zoom Meeting with College officials about some of my concerns about the new access points near Kenyon, Mortimer and the Liberal Arts Buildings. I also asked to be updated on the rest of the New Campus Rd Project. Currently, the section that is closed is behind schedule. The second half of this project should start this summer. We discussed the uptake in Fire Responses for EMS calls on campus due to Dispatching and Ambulance issues. We also discussed the possibility of them getting Knox Boxes for access if they are not able to have someone to let us in. I did let them know we have no problem with getting in but they may not like how we do it.

Last trip out to Strong this Wednesday for this season. Thank you to those that have had time to go out and take part in this event for the Kids. It's also a great chance to see all the different equipment from all over 4 or more Counties, as well as see friends from other agencies.

Thank you to Capt. T. Smith and those that helped him set-up a Santa Run last Saturday. It was a big hit on both the street and Social Media

Additional Information:

I would like to say Thank you to all of you that worked with me over the last few years as a Chief Officer. Your help was greatly appreciated, this Office has a lot of moving parts that most people don't realize there are. Dealing with the pandemic, new radios, vehicle issues, supply issues, County requirements, and not to mention some of the bigger fire jobs we have handled, has been a learning experience to say the least. Please remember that the New Chiefs & Officers are going to need your help moving forward to keep us going. This is going to be a learning curve for them as it was for me. Thank you again for your patience and time during my time as a Chief Officer.

Michael Menear

BFD Fire Chief



Brockport Fire District

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Chief Mike Menear

Deputy Chief Scott Wainwright

Assistant Chief Jose Medina

Deputy Chief's report December 20, 2021

District Training:

December Training

- 12/7 Cold water/Ice rescue powerpoint
- 12/9 Election Dinner Meeting
- 12/14 Cold water/Ice rescue Hands on
- 12/21 Drill(Tentative)
- 12/28 Drill(Tentative)

Monroe County Training:

- Nothing

Genesee County Training:

- Firefighters guide to Lightweight wood construction. Jeff Denmark and I are taking this class

New York State Training:

- 2 classes given by NYSAFC in our area in 2022.
 - 1) The 5 points of command: Captain Adam Leggett, Dave Stratton and I are taking this class in Hilton on March 10th 19:00-22:00
 - 2) Company Officer Leadership training: Dave Stratton and I are taking this class in West Webster on Feb 25th and Feb 26th 08:00-17:00

Out of State Training:

- FDIC in Indianapolis, Indiana April 25-29, 2022. 4 Firefighter are going, They are: Scott Smith, Jacob Buzard, Jeff Denmark, Cody Place

Deputy Chief's report

- Remember: **Train like your life depends on it, because it does!**

- I want to thank my training committee for all the hard work they have done this past year with training our firefighters. We put on some good drills with a lot of hands on training. Some Tuesday nights were better attended than others but we still got the job done. We were able to get more drivers trained and approved on at least 1 or more of the district equipment and a couple more interior firefighters out on the line. I hope that the next training committee supports the new Deputy Chief like you guys supported me. Again a very big thank you from the bottom of my heart for all the help, I couldn't have done it without you guys!

Training committee for 2021:

Recruit trainers will be:

Past Chief Scott Smith, Captain Chris Mros

Trainers Committee members:

Past Chief Scott Smith, Captain Chris Mros
Captain Adam Leggett, Captain Tim Smith
Captain Brian Smith, FF Jim Juby
FF Jim Perreault

If anyone has questions or concerns they'd like to talk about, please feel free to call or email me. Have a nice day

Respectfully submitted,
Deputy Chief Scott Wainwright



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Assistant Chiefs report

December 20, 2021

Truck/District Vehicle Maintenance

2367

- Out getting lights installed

236

- 236 is next to go out for PM's

230

- Still needs pm's

2327

- Needs pm's

All the trucks are getting there PM's done over the next month. Please read your pages as trucks are moved around

Gear/Gear Inspection

- Gear is here and everyone that we ordered for has it

Preventive Maintenance/ Maintenance items

- Meters were calibrated and had no issues

FIRE PREVENTION

- N/A

District Details

- N/A

Yearly Inspections

- 2021 ladder testing will be 1/22.

- Ladder testing went well. We had some ropes fail and some roof belts are going to be outdated this year.
- Meter was ordered and should be here soon.

Other

- After all calls the trucks need to be washed with soap.
- Pack checks need to be done every Tuesday before drill.

Any questions feel free to call or email me
Respectfully Submitted,
Assistant Chief Jose Medina