

Brockport Fire District Commissioners
Regular Meeting
October 18, 2022 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

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

Others Present: John Rombaut

Excused: Deputy Chief Jose Medina, Assistant Chief Tim Smith

Meeting called to order by Commissioner Connors at 6:30 PM Pledge Moment of Silence

Public Comment – none

BVFA – no one in attendance

Approval of October 3, 2022 Regular Meeting Minutes

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

Chief's Report

- Reviewed submitted report.
- Reviewed Incident Vehicle Responses.
- Next Tuesday going to PSTF with Hamlin for a Live Fire Training.
- Submitted 2 requisitions
 - 10 air bottles at a cost of \$11,822.50
 - RTV Lighting EV Warning Systems - \$3,469.50 – there was no money left from the expenditure for the RTV. If the requisition is approved, then the money would need to be expended from the Vehicle and Equipment Reserve Fund and would need a 30-day legal notice.

Deputy Chief's Report

- Reviewed submitted report.

Assistant Chief's Report – none received.

Motion by Commissioner Hammel seconded by Commissioner Bird to approve the Chiefs' reports.

5 Yes 0 No

Treasurer's Report

- Reviewed The Statement of Financial Position by Fund, Statement of Activity, Encumbrance Worksheet.
- Truck repairs – increased to \$88,750 and we have expended \$77,000 to date.

- Jim Sauberan stopped in the office and discussed the Provident Insurance that the Exempts pay for. The district carries a similar policy through Arch Insurance which covers members, employees, and commissioners. John Rombaut indicated that the Provident Insurance covers all members including Auxiliary and spouses. Everyone agreed it would be good to meet with our insurance agent to review the differences between the policies.
- Treasurer Kuhn had concerns about the fuel bills from the village. How are these reconciled to assure we are paying the correct amounts used? Commissioner Hammel and Treasurer Kuhn met with Mike Henry, and he will reconcile the bills with the sheets that are completed when trucks are fueled.
- Treasurer Kuhn expressed concerns about the bill received from Greg Gartland, IT Provider, for the equipment purchased for the line office. Treasurer Kuhn would like to see more detailed information regarding the equipment. She will discuss this with Greg when he is in on Thursday.

RESOLUTION 2022-53 Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer from the Miscellaneous Equipment Capital Reserve Fund \$7,970.00 for the Door Simulator, \$35,072.36 from the General Fund for the regular bills and \$2,413.84 for payroll and deposit all into the General Checking account for a total of \$45,455.90

Motion by Commissioner Bird seconded by Commissioner Hammel to approve the payment of the bills.

5 Yes 0 No

Secretary’s Report

- Distributed and reviewed the Annual Election Calendar.

Motion by Commissioner Hammel seconded by Commissioner Georgiev to adjourn the Regular Meeting to move into the Budget Hearing scheduled for 7:00 pm.

Budget Hearing was called to order at 7:00 pm and adjourned at 7:09 pm.

Regular Meeting continued at 7:10 pm.

Motion by Commissioner Hammel seconded by Commissioner Bird to adopt the Proposed 2023 Budget presented at the 2022 Budget Hearing as presented. **5 Yes 0 No**

Secretary’s Report (continued)

RESOLUTION 2022-54 Appoint 2022 Election Inspectors and Approve Salary

BE IT RESOLVED that the 2022 Annual Election Inspectors are Gordon Bemis (Chairman), Phyllis Brudz (Election Inspector), and Lynn Rawleigh (Ballot Clerk) and they are to be paid \$100 each.

Commissioner Connors	Yes	Commissioner Bax	Yes
Commissioner Hammel	Yes	Commissioner Georgiev	Yes
Commissioner Bird	Yes		

RESOLUTION 2022-55**Advertise Legal Notice for 2022 Annual Election**

BE IT RESOLVED that the Annual Election of the Brockport Fire District is to be held on Tuesday, December 13, 2022 from 5:00 pm – 9:00 pm at Station 3 located at 191 West Avenue, Brockport NY 14420 and the secretary is approved to place the legal notice in the Suburban News Westside Edition and the Hamlin-Clarkson Herald to be published on 11/13/2022 for the purpose of electing one Commissioner for a five-year term commencing on 1/1/2023 and ending on 12/31/2027.

Commissioner Connors	Yes	Commissioner Bax	Yes
Commissioner Bird	Yes	Commissioner Hammel	Abstained
Commissioner Georgiev	Yes		

RESOLUTION 2022-56**Approve UR EAP Contract**

BE IT RESOLVED that the Brockport Fire District Board of Fire Commissioners approve of entering into a two-year contract agreement with the University of Rochester Employee Assistance Program (UR EAP). The Board determines that this contract is exempt from bidding as outlined in the Brockport Fire District Procurement Policy, under Section 5 Documentation, Letter e based upon the following:

- The services provided by the UR EAP require special training and expertise working with community service providers.
- The UR EAP has significant expertise serving both Fire Fighters and Police through contracts with multiple agencies in the 8-county surrounding Rochester area.
- UR EAP providers are required to obtain and keep current licensing through NYS and the service meets hospital accreditation standards set by the Joint Commission. Providers have master’s degrees or doctorates in the substance abuse or mental health field.
- Confidential personal relationships between medical providers and the Brockport Volunteer Firefighters’ Association members or Brockport Fire District Employees are formed and to obtain services from another provider may disrupt that relationship to the detriment of the member or employee.

Commissioner Connors	Yes	Commissioner Bax	Yes
Commissioner Hammel	Yes	Commissioner Georgiev	Yes
Commissioner Bird	Yes		

RESOLUTION 2022-57**Sale of 2013 Chevy Tahoe**

BE IT RESOLVED that the Board of Fire Commissioners authorizes the sale of the District’s 2013 Chevy Tahoe, Color Red, Vin #1GNSK2E0ODR292586, Mileage as of 10/18/2022 is 110,000 at a minimum acceptable bid of \$13,000. The secretary is to place the Legal Notice for the sale of the 2013 Chevy Tahoe in the Suburban News Westside Edition and the Hamlin-Clarkson Herald.

Commissioner Connors	Yes	Commissioner Bax	Yes
Commissioner Hammel	Yes	Commissioner Georgiev	Yes
Commissioner Bird	Yes		

- Records Retention – discuss in more detail at a future time the possibility of using the upstairs area in the truck bay for additional file storage. Commissioner Bird indicated that there is space in the downstairs former radio room for file storage at this time.
- Truck Maintenance Bid – Secretary Bax has a few questions and will discuss them with Assistant Chief Tim Smith.
- Meeting with Northern Star is scheduled for Monday, November 14, 2022 at 4:00 pm at Station 1.
- Question from Deputy Chief Jose Medina regarding Support Administrative personnel. Do Support Administrative personnel need a physical if they are only going to do Administrative duties; they do not. Question regarding those on Workers Compensation not receiving benefits; can they be Support Administrative; the consensus was yes. The Leave of Absence Policy will be added to the policies to be discussed at the next Policy Committee meeting.
- Zach DeLany sent a list of members who should have FOB access to the Quartermaster’s Office (Zach DeLany, Pom DeLany, Corrine Cummings, Danielle Stratton, Ron Patt, Alex Cervini, Chiefs). Chief Wainwright and the Commissioners had no problem with these individuals having this access.

New/Old Business – none

Commissioner Reports

Commissioner Bird

- Station 3 roof was repaired.
- Auction company from Buffalo takes 10%, Auction International does not charge us as they charge whoever buys the items. Will be meeting on November 10, 2022 at 9:30 am at Station 1 to look at both trailers and the van and then to Station 5 to look at the other equipment.
- Triple O came out to check the heating at Station 1. The thermostat in the hallway controls the air conditioning. There is a separate thermostat in the boiler room which controls the heat.

Commissioner Hammel – nothing

Commissioner Georgiev

- Emailed Station 5 information to LaBella – no response to date.
- Jay Grasso – as far as meeting, there is nothing to date until the grants open up.

Commissioner Bax – nothing

Commissioner Connors – nothing

Motion by Commissioner Bird seconded by Commissioner Hammel to adjourn. **5 Yes 0 No**
Meeting adjourned 7:40 pm.

Respectfully submitted,

Debra L. Bax, Secretary

Board of Fire Commissioners

Brockport Fire District

38 Market Street

Brockport NY 14420



Brockport Fire District Meeting Agenda

October 18, 2022
6:30 PM

1. Pledge of Allegiance by all present.
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. **BUDGET PRESENTATION**
4. Public Comment
5. Approval of Minutes from the Regular Meeting of October 3.*
6. BVFA representative
7. Chief's Reports *
8. Treasurer's Report:
 - Monthly Reports*
 - AD&D Insurance Question
 - Payment of Bills *
9. Secretary's Report:
 - Annual Election Calendar
 - Resolution to approve Election Inspectors & Salary*
 - Resolution to place Annual Election Legal Notice in newspapers*
 - Resolution to use EAP*
 - Resolution to sell 2013 Tahoe*
 - Resolution to advertise sale of 2013 Tahoe*
 - Records Retention
 - Truck Maintenance Bid – date to advertise
10. New/Old Business:
 -
11. Attorney Ray DiRaddo
12. Commissioners Reports
13. Executive Session –
14. Motion to adjourn by _____ seconded by _____
Meeting adjourned at _____ PM

(*Motion to approve)

Brockport Fire District
Regular Meeting
October 18, 2022 – 6:30 pm
Brockport Station #3
191 West Avenue, Brockport NY 14420

Sign-In Sheet

PRINTED NAME	SIGNATURE
<i>John Romasent</i>	<i>John Romasent</i>



Brockport Fire District

Office of the Fire Chief

38 Market Street • P. O. Box 131
Brockport, NY 14420

Chief Scott Wainwright
Deputy Chief Jose Medina
Assistant Chief Tim Smith

Fire Chief's report October 18, 2022

Fire Calls:

Year to Date Fire Calls: 1/1/22 – 9/30/22:	804			
Fire Calls for Oct: 10/1/22 – 10/15/22:	53			
Prev. year comparison:	2021	2022	2021	2022
JAN:	68	84	JULY:	99 80
FEB:	80	95	AUG:	95 90
MARCH:	100	135	SEPT:	92 82
APRIL:	92	74	OCT:	115
MAY:	97	80	NOV:	91
JUNE:	89	87	DEC:	169

Calls per category for the previous month

- EMS:
- MVC:
- STRUCT A:
- STRUCT B:
- CO/FUMES:
- AUTO ALARMS:
- M/A GIVEN:
- SERVICE CALLS:
- RECREATIONAL FIRES:

Missing Fire Reports:

Notes: I have the Incident sheet that shows all the call from the above numbers if anyone wishes to look at it.

DISTRICT DETAILS:

- If anyone would like to take a truck to do the candy run in the district for Halloween let LT Cervini know, he is in charge of this detail.
- I was asked by the Brockport Merchants Association if the FD would like to participate in the Midnight madness event for the community on October 28th and ST 1 at 18:00. I told them that the FD would help in participation with handing out candy to the kids in the parade. I have a couple of volunteer's so far.

GENERAL INFORMATION:

- Reminder to all to keep all equipment clean inside and out after returning from a call.
- The new forcible entry training door came in and the officers are using it to train the new recruits. They are looking at places to keep this training prop at St 1.
- The County is putting on the first ever Veteran's day parade on November 12th at 10:30 A.M. Dave Stratton has offered to take a truck to the parade. Thanks Dave

Any questions on this report feel free to call or email me.

Respectfully Submitted,
Fire Chief Scott Wainwright



Brockport Fire District

Office of the Fire Chief

38 Market Street • P. O. Box 131

Brockport, NY 14420

Chief Scott wainwright

Deputy Chief Jose Medina

Assistant Chief Tim Smith

October 18, 2022

September training

10/18 Auto extrication

10/25 PSTF live fire with Murray JFD

I would like to thank everyone for showing up to calls and drills. We are scheduling two day drills a month to help those who can't make Tuesday nights. As I receive classes they are posted on the training board and I will continue to send them by email as well. If there are any classes you would like to take let me know ASAP. The chiefs and line officers started a mentor program for new members to get trained to ride trucks and to get them ready for BEFO. We have cleared Amanda Wilson to start riding trucks. If there are any question, feel free to reach out.

Any questions feel free to call or email me

Respectfully Submitted,

Deputy Chief Jose Medina

**Brockport Fire
District**

Deb Bax <dbax@brockportfire.org>

Maintenance Status October 17th 2022

Michael Henry <mhenry@brockportfire.org>
To: All Personnel <allpersonnel@brockportfire.org>

Mon, Oct 17, 2022 at 7:47 AM

All,

- **Q-230** -
 - ladder lights need more extensive testing and will need to be done at the shop at CFE during PM
 - Tires get rotated?
- **R-238** -
 - Out for Annual Service on 10/17
 - Cab Lift solenoid, the part is in, work will get done on PM in October
 - Lens on Officers side is cracked and will be replaced during PM this month.
 - Brakes are squealing and will be looked at during PM this month.
 - Change to Winter A\C settings
 - Check Engine light came on.
- **P-235** -
 - Green liquid is not a coolant leak, it is air conditioning oil. Air condition lines need to be replaced before next spring.
 - Annual Service scheduled for 10/24/2022, will need 2 1/2 removed from pre-connect prior to taking it over.
- **V-2317** - Recall and needs an oil change.

Completed

- R-238 O-Cutter repaired and returned, was a leak from a control valve.
- P-234 Rear Springs replaced

Future Maintenance:

- CFE will look to change our 2 1/2" cross lays to get rid of the adapter and make better loads on Q-230
- R-238 Paint Warranty Work approved. No date scheduled yet.

Mike Henry

Administrative Assistant to Chiefs Office
Safety Officer
Brockport Fire District
Office#: 585-637-1036
Mobile#:585-260-6100

Statement of Financial Position by Fund
October 31, 2022

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>	
Assets				
General Cash				
AA.0200.000.000 Cash, 5-Star	71,925.43	122,291.58	(50,366.15)	
AA.0201.000.000 Cash In Time Deposits, General Fund, 5-Star	352,719.49	680,680.16	(327,960.67)	
AA.0201.001.000 Cash In Time Deposits, Gifts & Donations, 5-Star	2.63	2.63	0.00	
AA.0201.003.000 Cash in Time Deposits, Gifts & Donations, NYClass (003)	60,887.18	70,444.20	(9,557.02)	
	485,534.73	873,418.57	(387,883.84)	
Reserves				
AA.0230.001.000 Cash Spec Reserve, Command Vehicles, 5-Star	48,638.76	78,034.05	(29,395.29)	
AA.0230.002.000 Cash Special Reserve, Vehicle & Equip, 5-Star	1.10	1.10	0.00	
AA.0230.005.000 Cash Special Reserve, Communication Equip, 5-Star	47,871.94	117,394.58	(69,522.64)	
AA.0230.006.000 Cash Special Reserve, Repair, 5-Star	50,152.70	50,134.23	18.47	
AA.0230.007.000 Cash Special Reserve, Misc, 5-Star	19,977.44	0.00	19,977.44	
AA.0232.001.000 Cash Reserve, Buildings & Facilities (0001), NYClass	994,382.83	655,987.81	338,395.02	
AA.0232.002.000 Cash Reserves, Vehicle & Equip (0002), NYClass	544,613.31	228,890.98	315,722.33	
	1,705,638.08	1,130,442.75	575,195.33	
Other Assets				
AA.0480.000.000 Prepaid Expenses	0.00	20,479.88	(20,479.88)	
	0.00	20,479.88	(20,479.88)	
Total Assets	2,191,172.81	2,024,341.20	166,831.61	
Liabilities and Net Assets				
Liabilities				
AA.0600.000.000 Accounts Payable	41,554.83	43,330.17	(1,775.34)	
AA.0601.000.000 Accrued Liabilities	0.00	1,845.65	(1,845.65)	
Total Liabilities	41,554.83	45,175.82	(3,620.99)	
Net Assets				
AA.0806.000.000 Not in Spendable Form	0.00	20,479.88	(20,479.88)	Offset to prepaid expenses
AA.0878.000.000 Capital Reserve	1,119,021.67	843,468.50	275,553.17	Capital Reserve amount at the end of the prior year
AA.0913.000.000 Committed Fund Balance	9,830.78	0.00	9,830.78	Fund balance at the end of the prior year (adjustments made)
AA.0917.000.000 Unassigned Fund Balance	696,997.73	572,556.83	124,440.90	Net Revenue for the current year
Fund Balance - Current Year	323,767.80	542,660.17	(218,892.37)	
Total Net Assets	2,149,617.98	1,979,165.38	170,452.60	
Total Liabilities and Net Assets	2,191,172.81	2,024,341.20	166,831.61	

Statement of Activity - MTD and YTD by Classification
October 31, 2022

	<u>M-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Annual</u> <u>Budget</u>	<u>Variance</u>	<u>YTD % of</u> <u>Budget</u>	<u>Comments</u>
Revenues						
AA.1001.000.000 Real Property Taxes	0.00	1,371,820.42	1,372,493.00	(672.58)	(99.95)	
AA.1081.000.000 Other Payments In Lieu of Taxes	0.00	920.97	1,737.00	(816.03)	(53.02)	
AA.2401.000.000 Interest And Earnings	0.00	9,876.96	0.00	9,876.96	0.00	
AA.2665.000.000 Sales of Equipment	0.00	500.00	0.00	500.00	0.00	
AA.2680.000.000 Insurance Recoveries	0.00	12,276.91	0.00	12,276.91	0.00	
AA.2701.000.000 Refunds of Prior Year	0.00	2,874.50	0.00	2,874.50	0.00	
Total Revenues	0.00	1,398,269.76	1,374,230.00	24,039.76	(101.75)	
Personnel Expenses						
AA.3405.100.000 Treasurer	359.29	7,516.76	18,911.00	11,394.24	39.75	
AA.3410.100.000 Secretary	545.50	11,313.12	14,184.00	2,870.88	79.76	
AA.3415.100.000 Event Reporting/Administrative	830.87	16,264.33	24,396.00	8,131.67	66.67	
AA.3420.100.000 Custodial	445.23	11,906.44	16,490.00	4,583.56	72.20	
Total Personnel Expenses	2,180.89	47,000.65	73,981.00	26,980.35	63.53	
Contractual Expenses						
AA.1950.400.000 Taxes Assessments Municipal	0.00	463.30	750.00	286.70	61.77	
AA.3505.400.000 Office Supplies, Postage	624.00	3,967.11	5,740.00	1,772.89	69.11	
AA.3510.400.000 Travel Expense	0.00	279.41	1,086.00	806.59	25.73	
AA.3515.400.000 Association Dues	0.00	1,830.00	1,830.00	0.00	100.00	budget spread
AA.3525.400.000 Office Equipment, Contr Exp	0.00	7,418.35	13,000.00	5,581.65	57.06	
AA.3530.400.000 Election Expenses	0.00	0.00	500.00	500.00	0.00	
AA.3535.400.000 Software	10.00	9,239.47	16,000.00	6,760.53	57.75	
AA.3540.400.000 Public Drill, Parades, Inspect	0.00	9,184.00	9,184.00	0.00	100.00	budget spread
AA.3605.400.000 Accountants	1,226.67	16,140.03	22,000.00	5,859.97	73.36	
AA.3610.400.000 Legal	0.00	2,453.75	13,250.00	10,796.25	18.52	
AA.3615.400.000 Medical (Physicals)	463.00	8,939.00	14,000.00	5,061.00	63.85	
AA.3620.400.000 IT Services	7,500.00	71,125.00	90,000.00	18,875.00	79.03	
AA.3625.400.000 A&E Consulting	0.00	0.00	2,350.00	2,350.00	0.00	
AA.3626.400.000 Marketing Consultants	0.00	3,375.00	13,000.00	9,625.00	25.96	
AA.3630.400.000 Legal Notices	82.50	1,439.10	1,000.00	(439.10)	143.91	many legal notices needed
AA.3635.400.000 Office & Comp Equip Maint Lease	181.53	1,692.33	4,000.00	2,307.67	42.31	
AA.3640.400.000 Insurance	0.00	43,186.14	43,250.00	63.86	99.85	budget spread
AA.3705.400.000 Electric	1,595.45	16,578.57	15,000.00	(1,578.57)	110.52	waiting for solar credit
AA.3710.400.000 Gas	8,790.82	17,380.58	20,000.00	2,619.42	86.90	budget spread
AA.3715.400.000 Water	376.75	2,895.52	3,500.00	604.48	82.73	
AA.3720.400.000 Repairs & Maintenance	2,084.45	36,248.74	25,500.00	(10,748.74)	142.15	higher expenses
AA.3725.400.000 Maintenance Supplies	0.00	2,134.27	7,200.00	5,065.73	29.64	
AA.3735.400.000 Alarm/Access Systems	0.00	3,977.52	8,000.00	4,022.48	49.72	
					10 months	
					= 83.3%	

Statement of Activity - MTD and YTD by Classification
October 31, 2022

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	YTD % of Budget	Comments
AA.3740.400.000 Telephone	1,257.80	17,239.54	21,600.00	4,360.46	79.81	
AA.3745.400.000 Web Site, Internet Access, Cable	0.00	8,737.38	12,000.00	3,262.62	72.81	
AA.3750.400.000 Trash Removal	229.43	2,061.19	4,500.00	2,438.81	45.80	
AA.3805.400.000 Radios & Pagers	0.00	4,107.44	4,150.00	42.56	98.97	budget spread
AA.3810.400.000 Hoses (Maint/Test)	0.00	5,936.30	5,000.00	(936.30)	118.73	higher expenses
AA.3820.400.000 Firefighter Equip Maint/Repair	3,164.33	55,145.27	86,000.00	30,854.73	64.12	
AA.3825.400.000 EMS Supplies	0.00	36.85	2,500.00	2,463.15	1.47	
AA.3830.400.000 Uniforms	0.00	4,786.60	4,250.00	(536.60)	112.63	higher expenses
AA.3835.400.000 Fire Police	1,364.87	1,364.87	4,000.00	2,635.13	34.12	
AA.3910.400.000 P235 (3921)	90.00	8,117.98	8,000.00	(117.98)	101.47	Truck Budget
AA.3915.400.000 P233 (1151)	4,802.44	6,216.91	2,000.00	(4,216.91)	310.85	88,750.00
AA.3920.400.000 P234 (4651)	0.00	1,115.63	6,900.00	5,784.37	16.17	Truck Expenses
AA.3925.400.000 R238 (2146)	695.00	5,734.92	5,000.00	(734.92)	114.70	77,098.24
AA.3930.400.000 V2317 BFD7 (2364)	0.00	21.00	3,000.00	2,979.00	0.70	
AA.3935.400.000 SQ2327 (2161)	139.15	5,687.63	5,000.00	(687.63)	113.75	
AA.3940.400.000 BFD1 (7837)	0.00	4,013.43	4,100.00	86.57	97.89	
AA.3945.400.000 BFD2 (2281)	0.00	103.20	3,000.00	2,896.80	3.44	
AA.3950.400.000 BFD5 (8154)	457.48	457.48	3,000.00	2,542.52	15.25	
AA.3955.400.000 DOV2337 (2586)	0.00	1,639.29	3,000.00	1,360.71	54.64	
AA.3960.400.000 Multivehicle	125.50	870.25	2,000.00	1,129.75	43.51	
AA.3965.400.000 Q230 (0744)	0.00	33,502.29	32,650.00	(852.29)	102.61	
AA.3971.400.000 BFD6 (1497)	1,450.00	7,529.90	5,100.00	(2,429.90)	147.65	
AA.3975.400.000 T236 (3541)	0.00	414.50	3,000.00	2,585.50	13.82	
AA.3980.400.000 FPV2357 (7425)	0.00	1,673.83	3,000.00	1,326.17	55.79	
AA.3985.400.000 Fuel and Oil	2,620.79	17,767.61	14,500.00	(3,267.61)	122.54	higher expenses
AA.4205.400.000 Personnel Rehab Supplies/Equip	1,327.41	6,877.44	4,000.00	(2,877.44)	171.94	higher expenses
AA.4305.400.000 Public Education	2,380.71	2,380.71	900.00	(1,480.71)	264.52	higher expenses
AA.4310.400.000 Training	4.43	11,623.48	16,000.00	4,376.52	72.65	
Total Contractual Expenses	43,044.51	475,110.11	598,290.00	123,179.89	79.41	
Employee Benefits Expenses						
AA.9030.800.000 Social Security	166.84	3,595.63	5,659.00	2,063.37	63.54	
AA.9040.800.000 Workers Compensation and VFRL	0.00	74,132.50	80,000.00	5,867.50	92.67	budget spread
AA.9050.800.000 Unemployment Insurance	71.98	1,633.35	2,600.00	966.65	62.82	
AA.9055.800.000 Disability Insurance	(5.87)	176.03	700.00	523.97	25.15	
AA.9089.800.000 EAP/D&D/CANCER	191.25	13,355.49	25,000.00	11,644.51	53.42	
Total Employee Benefits Expenses	424.20	92,893.00	113,959.00	21,066.00	81.51	
Capital Expenses						
AA.3525.200.000 Office Equipment, Cap Equip Outlay	0.00	4,146.64	5,000.00	853.36	82.93	budget spread

10 months
= 83.3%

Statement of Activity - MTD and YTD by Classification
October 31, 2022

	<u>M-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Annual</u> <u>Budget</u>	<u>Variance</u>	<u>YTD % of</u> <u>Budget</u>	<u>Comments</u>
					<u>10 months</u>	
					<u>= 83.3%</u>	
AA.4005.200.000 Fire Apparatus, Trucks - Capital	7,970.00	376,409.95	585,000.00	208,590.05	64.34	
AA.4020.200.000 Command Vehicles - Capital	0.00	54,418.29	57,000.00	2,581.71	95.47	budget spread
AA.4025.200.000 Turnout Gear - Capital	0.00	0.00	33,000.00	33,000.00	0.00	
AA.4030.200.000 SCBA, Capital	0.00	0.00	15,000.00	15,000.00	0.00	
AA.4105.200.000 Station 1 - Market Street	0.00	24,523.32	32,000.00	7,476.68	76.64	
AA.4120.200.000 Station 5 - Owens Road	0.00	0.00	65,000.00	65,000.00	0.00	
Total Capital Expenses	7,970.00	459,498.20	792,000.00	332,501.80	58.02	
Operating Expenses						
Plus Capital Funded with Operating		615,003.76	786,230.00			
Plus Encumbrances		6,819.26				
		0.00				
Total Operating		621,823.02	786,230.00	164,406.98	79.09%	
Funded with Gifts Donations		9184				
Capital Expenses						
Less Capital Funded with Operating		459,498.20				
Plus Capital Expense Encumbrance		6,819.26				
		265,415.32				
Total Capital Expense		718,094.26	792,000.00	73,905.74	90.67%	
Total Expenses	53,619.60	1,339,917.28	1,578,230.00	238,312.72	84.90%	

Brockport Fire District Abstract of Audited Vouchers from 10/04/2022 to 10/18/2022

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date	
	Voucher Type: <none>								
	ADP								
	10/14/2022	10/14/22	4,058	10/14/22 payroll	AA.3405.100.000	359.29	10.14 PR	10/14/2022	
	10/14/2022	10/14/22		10/14/22 payroll	AA.3410.100.000	545.50	10.14 PR	10/14/2022	
	10/14/2022	10/14/22		10/14/22 payroll	AA.3415.100.000	830.87	10.14 PR	10/14/2022	
	10/14/2022	10/14/22		10/14/22 payroll	AA.3420.100.000	445.23	10.14 PR	10/14/2022	
	10/14/2022	10/14/22		10/14/22 payroll	AA.9030.800.000	166.84	10.14 PR	10/14/2022	
	10/14/2022	10/14/22		10/14/22 payroll	AA.9050.800.000	71.98	10.14 PR	10/14/2022	
	10/14/2022	10/14/22		10/14/22 payroll	AA.9055.800.000	-5.87	10.14 PR	10/14/2022	
	ADP Total						<u>2,413.84</u>		
	Total for Voucher Type: <none>						<u>2,413.84</u>		
	Voucher Type: Online								
	Cardmember Services								
	10/01/2022	2022.09.21	4,050	Credit Service - due prior to meeting date of Oct	AA.4205.400.000	961.91			
	10/01/2022	2022.09.21		Credit Service - due prior to meeting date of Oct	AA.3535.400.000	10.00			
	10/01/2022	2022.09.21		Credit Service - due prior to meeting date of Oct	AA.3835.400.000	1,364.87			
	10/01/2022	2022.09.21		Credit Service - due prior to meeting date of Oct	AA.3720.400.000	188.50			
	10/01/2022	2022.09.21		Credit Service - due prior to meeting date of Oct	AA.4305.400.000	2,380.71			
	Cardmember Services Total						<u>4,905.99</u>		
	NAPA Auto Parts								
	9/30/2022	1945039 (2022.09)	4,068	Parts and supplies	AA.3960.400.000	125.50			
	NAPA Auto Parts Total						<u>125.50</u>		
	Total for Voucher Type: Online						<u>5,031.49</u>		
	Voucher Type: Prepaid								
	Casella Waste Services								
	10/01/2022	993739	4,052	Trash Removal Sept 2022	AA.3750.400.000	181.13	ACH	10/11/2022	
	10/01/2022	993740		Trash Removal Sept 2022	AA.3750.400.000	48.30	ACH	10/11/2022	
	Casella Waste Services Total						<u>229.43</u>		
	Frontier Communication								
	10/01/2022	585-637-1017	4,056	Trash Removal Oct 2022	AA.3740.400.000	202.73	ACH	10/11/2022	
	10/01/2022	585-637-1034		Telephone Oct 2022	AA.3740.400.000	44.27	ACH	10/11/2022	
	10/01/2022	585-637-1049		Telephone Oct 2022	AA.3740.400.000	104.69	ACH	10/11/2022	
	10/01/2022	585-637-1052		Trash Removal Oct 2022	AA.3740.400.000	85.99	ACH	10/11/2022	
	10/01/2022	585-637-3359		Trash Removal October 2022	AA.3740.400.000	88.07	ACH	10/11/2022	
	Frontier Communication Total						<u>525.75</u>		

Brockport Fire District

Abstract of Audited Vouchers from 10/04/2022 to 10/18/2022

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date
RG&E	8/12/2022		4,079	Gas	AA.3710.400.000	8,790.82 ✓		
RG&E Total						8,790.82 ✓		
SIPTrunk, Inc.	10/01/2022	37479336	4,049	Telephone October 2022	AA.3740.400.000	82.22 ✓		10/05/2022
SIPTrunk, Inc. Total						82.22 ✓		
Verizon Wireless	9/23/2022	9916576024	4,048	Telephone Aug Sept 2022	AA.3740.400.000	649.83 ✓		10/05/2022
Verizon Wireless Total						649.83 ✓		
Total for Voucher Type: Prepaid						10,278.05		
Voucher Type: Regular								
Board of Water Commissioners	10/01/2022	OM2 400011 01	4,060	Water usage - Station #3	AA.3715.400.000	23.69		
	10/01/2022	OM2 400016 01		Water Usage - Station #5	AA.3715.400.000	70.00		
	10/01/2022	OM2-400013 01		Water usage - Station #1	AA.3715.400.000	106.06 ✓		
Board of Water Commissioners Total						199.75		
Churchville Fire Equipment	9/29/2022	09/29	4,067	repair step light on P233	AA.3915.400.000	312.50		
	9/29/2022	201155		Annual maintenance and install outlets on P233	AA.3915.400.000	4,489.94 ✓		
Churchville Fire Equipment Total						4,802.44		
EFPR Solutions, LLC	9/23/2022	327823	4,070	Accounting services	AA.3605.400.000	1,226.67 ✓		
EFPR Solutions, LLC Total						1,226.67 ✓		
Firehouse Innovations Corp	10/04/2022	1124	4,063	Multi-Force door	AA.4005.200.000	7,970.00 ✓		
Firehouse Innovations Corp Total						7,970.00 ✓		
Fred's Flags	9/19/2022	19924	4,075	US Flags and Brockport FD flag	AA.3505.400.000	624.00 ✓		
Fred's Flags Total						624.00 ✓		
Gartland Technologies, LLC	10/02/2022	1549	4,072	Monthly support contract	AA.3620.400.000	7,500.00 ✓		
Gartland Technologies, LLC Total						7,500.00 ✓		
Lowe's (Accounts Receivable CC)	10/02/2022	2022.10	4,077	supplies	AA.3720.400.000	293.55 ✓		
Lowe's (Accounts Receivable CC) Total						293.55 ✓		
Monroe County Water Authority	9/27/2022	79872 (2022.09)	4,069	Water usage - 06/17/22 - 09/13/22	AA.3715.400.000	177.00 ✓		
Monroe County Water Authority Total						177.00 ✓		

Brockport Fire District

Abstract of Audited Vouchers from 10/04/2022 to 10/18/2022

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date
MSH Custom Fabrications, LLC								
	9/28/2022	22126	4,064	Custom pump and hose rack for bed of pickup	AA.3971.400.000	1,450.00		
	9/28/2022	22127		custom box book holder for front seat	AA.3925.400.000	695.00		
						<u>2,145.00</u>		
MSH Custom Fabrications, LLC Total								
Northern Star Medical Billing and								
	9/30/2022	6992	4,074	Drug test and physical	AA.3615.400.000	463.00		
Northern Star Medical Billing and Collections Total								
Northside Service Center								
	9/13/2022	126052	4,066	Oil change and brake rotors for 2020 Chevy Tahoe	AA.3950.400.000	457.48		
Northside Service Center Total								
Tolls by Mail								
	9/23/2022	17792400398	4,073	Thruway tolls	AA.4310.400.000	4.43		
Tolls by Mail Total								
URMC Dept of Psychiatry								
	10/03/2022	BFD1022	4,071	EAP Services - October 2022	AA.9089.800.000	191.25		
URMC Dept of Psychiatry Total								
Village of Brockport								
	10/06/2022	2022 14	4,076	Electric service - September 2022	AA.3705.400.000	1,595.45		
Village of Brockport Total								
						<u>1,595.45</u>		

Brockport Fire District Abstract of Audited Vouchers from 10/04/2022 to 10/18/2022

Claimant

Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date
10/02/2022	Westside News, Inc. 127339	4,078	Legal notice - hearing on budget	AA.3630.400.000	82.50		
	Westside News, Inc. Total				82.50		
Total for Voucher Type: Regular					27,732.52		

Total:
 Vouchers 45,455.90
 Total 45,455.90

I certify that the vouchers listed above were audited by the Board of Fire Commissioners of the Brockport Fire District and allowed in the amounts shown. You are hereby authorized and directed to pay each of the claimants the amount opposite his name. The treasurer is also authorized to transfer to the General Fund checking account the following amounts:

Department:
 Equipment Rsv (Legal Notice) 7,970.00 *Decor simulator*
 General 35,072.06
 Payroll 2,413.84
 Total 45,455.90

10/18/22
 Date

Debra Bax
 Debra Bax, Secretary Brockport Fire District

November 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Appoint Board of Elections on 10/18/2022 (on or before 11/3/2022)	1	2	3	4 Request Voter Registration Rolls	5
6	7 District Meeting 6:30 pm	8 Send Legal Notice to newspapers to publish in 11/13/22 editions	9 Do not publish Legal Notice in newspapers more than 34 days before Annual Election (Day 34)	10	11 Veterans Day	12
13 Publish Legal Notice in newspapers Must reside in district by 11/13/2022	14	15	16 Publish Legal Notice in newspapers on or before 27 days before the Annual Election (Day 27)	17	18	19
20	21 District Meeting 6:30 pm Must be registered to vote in Monroe County on or before 11/21/22	22 County Voter Rolls to be delivered Must submit Letters of Intent at least 20 days prior to Annual Election Due date 11/23/2022	23 Post on District Websites and Town Websites no sooner than 20 days before Annual Election (Day 20) Post between 11/23 and 11/28 Letters of Intent Due Date 11/23/2022	24 Thanksgiving Day	25	26 During week of 11/27 or 12/5 meet with Election Inspectors to review Voter Rolls
27	28	29	30			

December 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 District Meeting 6:30 pm	6	7	8 Order food for Annual Election	9	10
11	12	13 Annual Election 5 – 9 pm Station 3	14	15	16 Submit Election Certification of Results to Town Clerks and Board of Fire Commissioners by 12/13/2022	17
18	19 District Meeting 6:30 pm	20 If any "inactive" voters deliver list to County Board of Elections by 11/20/2022	21	22	23	24
25	26	27	28	29	30	31
Christmas						

LEGAL NOTICE

ANNUAL ELECTION OF THE BROCKPORT FIRE DISTRICT

On Tuesday, December 13, 2022

NOTICE IS HEREBY GIVEN that the Annual Election of the Brockport Fire District will take place on Tuesday, December 13, 2022 between the hours of 5:00 p.m. and 9:00 p.m. at the Brockport Fire District Station #3, 191 West Avenue, Brockport, New York 14420 for the purpose of electing one Commissioner for a five (5) year term, commencing January 1, 2023 and ending December 31, 2027.

Only residents registered to vote with the Monroe County Board of Elections on or before November 21, 2022, shall be eligible to vote.

Qualified Candidates for District Office must file their names and their intent to seek the position of Fire District Commissioner, indicating the office and term for which they wish to run, with the Secretary of the Brockport Fire District, Debra Bax, at P.O. Box 131, Brockport New York 14420, no later than November 23, 2022. Candidates must be resident electors of the Brockport Fire District at the time of the election.

Dated: October 18, 2022

**Debra Bax, Secretary
BOARD OF FIRE COMMISSIONERS
BROCKPORT FIRE DISTRICT
P.O. 131
Brockport, New York 14420**

**BROCKPORT FIRE DISTRICT
NOTICE TO BIDDERS AND OFFERERS
SALE OF 2013 Chevy Tahoe**

NOTICE IS HEREBY GIVEN that the Brockport Fire District will receive sealed bids or offers for the sale of a 2013 Chevy Tahoe, Color Red, Vin# 1GNSK2E0ODR292586 Mileage as of 10/18/2022 is 110,000.

All sealed bids must be received and filed with the Secretary of the Brockport Fire District, PO Box 131, 38 Market Street, Brockport NY 14420 prior to the bid opening date and time set forth below, at which time said bids and offers will be publicly opened and read.

The vehicle is available for inspection, by appointment, at Brockport Fire District Station #1, 38 Market Street, Brockport NY 14420 by contacting Brockport Fire District Commissioner Bill Bird at 585-739-9446.

The sale of this vehicles is "As Is " without warranties. All bidders are encouraged to inspect the vehicle prior to bid submission. It is the successful bidder's responsibility to arrange for pickup of the vehicle at 38 Market Street, Brockport NY 14420.

Minimum acceptable bid is \$13,000.

Acceptable payment is by Certified Check. The Brockport Fire District reserves the right to reject any and all bids.

Sealed bids are to be submitted to: Debra L. Bax, Secretary, Brockport Fire District, PO Box 131, 38 Market Street, Brockport, NY 14420 prior to the bid opening date.

BID OPENING DATE: Monday, November 7, 2022

TIME: 6:30 pm

**LOCATION: Brockport Fire District Station 3
191 West Avenue
Brockport NY 14420**

Dated: October 18, 2022
Debra L. Bax, Secretary
Brockport Fire District
Board of Fire Commissioners