

**Brockport Fire District Commissioners**  
**Regular Meeting**  
**September 19, 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; Deputy Chief Jose Medina, Assistant Chief Tim Smith

**Others Present:** Ron Sabernick, Adam Leggett, Alex Cervini

**Excused:** Chief, Scott Wainwright; Attorney Ray DiRaddo

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

**Public Comment** – none

**Approval of September 6, 2022 Regular Meeting Minutes**

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

**BVFA**

- Vice President Sabernick indicated that he had contacted Chris Martin regarding next year's banquet and will work with Commissioner Bird to learn the process to organize the banquet.
- Working with the Chiefs regarding setting up for Halloween and will have the District PIO put the information on Facebook.

**Chiefs' Reports**

- Reviewed submitted reports from Chief Wainwright and Deputy Chief Medina.
- No questions regarding the reports or questions for the Chiefs.

**Motion** by Commissioner Hammel seconded by Commissioner Bird to accept the Chiefs' Reports.

**5 Yes 0 No**

**Treasurer's Report**

- Reviewed Statement of Financial Position by Fund, Statement of Activity, and 2022 Encumbrance Worksheet.

**Motion** by Commissioner Bird seconded by Commissioner Georgiev to approve the Treasurer's Reports.

**5 Yes 0 No**

- Truck Maintenance Bid – a letter was sent to continue for 2022 but a new RFP will need to be done and put out for quotes.
- EAP Contract is up at the end of 2022. Will need to research if we can continue the contract under Professional Services.

- Reviewed the 2023 Proposed Budget.

**Motion** by Commissioner Georgiev seconded by Commissioner Hammel to approve the 2023 Proposed Budget. **5 Yes 0 No**

#### **RESOLUTION 2022-51            Payment of Bills**

**BE IT RESOLVED** that the Treasurer is approved to transfer from the Miscellaneous Equipment Capital Reserve Fund \$30,036.37 for the fans and from the General Fund \$40,755.31 for the regular bills and \$2,599.49 for payroll and deposit all into the General Checking account for a total of \$73,391.17.

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

**5 Yes 0 No**

#### **Secretary's Report**

- Policies for approval (Accountable Expense Reimbursement, Assistance By Volunteers Firefighters Outside of District, Code of Ethics).

**Motion** by Commissioner Hammel seconded by Commissioner Bird to approve all 3 policies.

**5 Yes 0 No**

- Department of Criminal Justice reporting for Fire Police – will make the change in order for Secretary Bax to make the additions, deletions, etc.
- Cancer Benefit Forms – will contact the membership and those who currently are or were Interior Firefighters will need to complete this form for our records – the insurance company requires this.
- Accidental Death and Dismemberment Forms – this is insurance coverage, which is free to the membership, and everyone will need to have a form on file (active, auxiliary, life members, and employees).
- IT Projects – Greg Gartland met with the Chiefs regarding the line office equipment. Microsoft Office upgrade – that money was added in the general fund for 2023.
- G&G Municipal Consulting Documents – continuing to complete the information to send to Jay Grasso. Treasurer Kuhn would like to review any grants before they are sent out.
- Commissioner Connors and Bax attended the Monroe County Fire District Officers Association. They are looking for someone to step up as 2<sup>nd</sup> Vice President and another Director for the State.
- FOB Request Changes – Mary Smith had sent a text to Commissioner Bax requesting that all line officers have access to the EMS Office. We have been working on a process to assure that all requests are put either in writing via the FOB Request form or an email. Without something in writing, for the records, no changes will be made.

#### **Membership**

- An application was received from Nico Morrison (SUNY Brockport Junior) and was approved by the BVFA pending completion of his physical and approval of his Arson/Sex Offender Form.

**Motion** by Commissioner Hammel seconded by Commissioner Georgiev to approve pending receiving the approved documents. **5 Yes 0 No**

## **New/Old Business**

- Roof at Station 3
  - due to the rain today, they will come out on Friday instead.
- Station 5
  - wetlands issue, there has not been any contact from LaBella.
- Furnace Station 1
  - LaBella has put together information and, at this point, there is no charge unless they do the complete specifications.
  - Commissioner Bird inquired if we are going to develop our own RFP for the furnace at Station 1. Commissioner Georgiev will work up a draft of information and send out to everyone.
- Fire Prevention
  - Deputy Chief Medina indicated that we need to be thinking about hiring someone part-time to do Fire Prevention in the future.
  - Commissioner Hammel suggested that the Chiefs sit down and develop what the needs for a position are.
  - Ron Sabernick suggested to reach out to OFPC for assistance.
  - Possibly have G&G Consulting apply for a Fire Prevention Grant.

## **Commissioner Reports**

### **Commissioner Hammel**

- Station 2 – on Thursday at 8:00 am a camera will be put down the drain.
- Discussion regarding college students who volunteer. Riley Shurtleff was a SUNY Brockport student who volunteered and was recently appointed as the Emergency Management Director in Cayuga County, NY. Commissioner Hammel will be in contact with PIO Martin about a article outlining his history with the department and recent accomplishments.
- Station 5 – has anything been done regarding getting the shed up. DC Medina indicated that a work group will be put together to take care of this.

### **Commissioner Bird**

- Bathroom work at Station 2 and downstairs bathrooms at Station 1 will be completed.
- Snowplow contract not yet signed.
- Truck Bid – will meet with the Assistant Chief and Mike Henry.
- Station 2 – can we have the floor sealed like we did at Station 3 as it is very slippery when wet.

### **Commissioner Georgiev**

- Discuss mandatories in the future to make it easier for personnel (videos, etc.).

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

Meeting adjourned at 7:33 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**




September 19, 2022 (in-person only)  
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. Public Comment
4. Approval of Minutes from the Regular Meeting of September 6\*
5. BVFA representative
6. Chief's Reports \*
7. Treasurer's Report:
  - Monthly Report\*
  - Proposed 2023 Budget Approval\*
  - Payment of Bills \*
8. Secretary's Report:
  - Policies for Approval: Accountable Expense Reimbursement; Assistant Volunteers Outside of District; Code of Ethics
  - Department of Criminal Justice System: Reporting of Fire Police
  - Cancer Benefit Forms
  - Accidental Death & Dismemberment Forms
  - IT Projects – updating office
  - G&G Municipal Consulting Documents
  - Notes from Monroe County Fire District Officers Association: Need for 2<sup>nd</sup> Vice President and representative to the State
  - Membership – 1 application
9. New/Old Business:
  -
10. Attorney Ray DiRaddo - Excused
11. Commissioners Reports
12. Executive Session – No
13. Motion to adjourn by \_\_\_\_\_ seconded by \_\_\_\_\_  
Meeting adjourned at \_\_\_\_\_ PM

(\*Motion to approve)

Brockport Fire District  
Regular Meeting  
September 19, 2022 6:30 pm  
Brockport Fire District Station #3  
191 West Avenue, Brockport NY 14420

Sign-In Sheet

PRINTED NAME	SIGNATURE
Adana Leggett	
Ron Sebora	
Alex Cervini	



# 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 September 19, 2022

#### Fire Calls:

Year to Date Fire Calls: 1/1/22 – 8/31/22:	722			
Fire Calls for Sept: 9/1/22 – 9/15/22:	40			
Prev. year comparison:	2021	2022	2021	2022
JAN:	68	84	JULY:	99 80
FEB:	80	95	AUG:	95 90
MARCH:	100	135	SEPT:	92
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:

- We have a request for kids birthday party drive by for a 4 year old boy on Ladue Rd on 9/24/22 at 2:00-2:30.

#### GENERAL INFORMATION:

- Reminder to all to keep all equipment clean inside and out after returning from a call.
- Our firefighters really came through on covering the very hectic weekend last weekend of 9/10-9/11. Thank you to the outside FD's that came to help us.



## **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

September 19 2022

### **September training**

9/20 Land search

9/27 vent enter search Churchville

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. If there are any question, feel free to reach out.

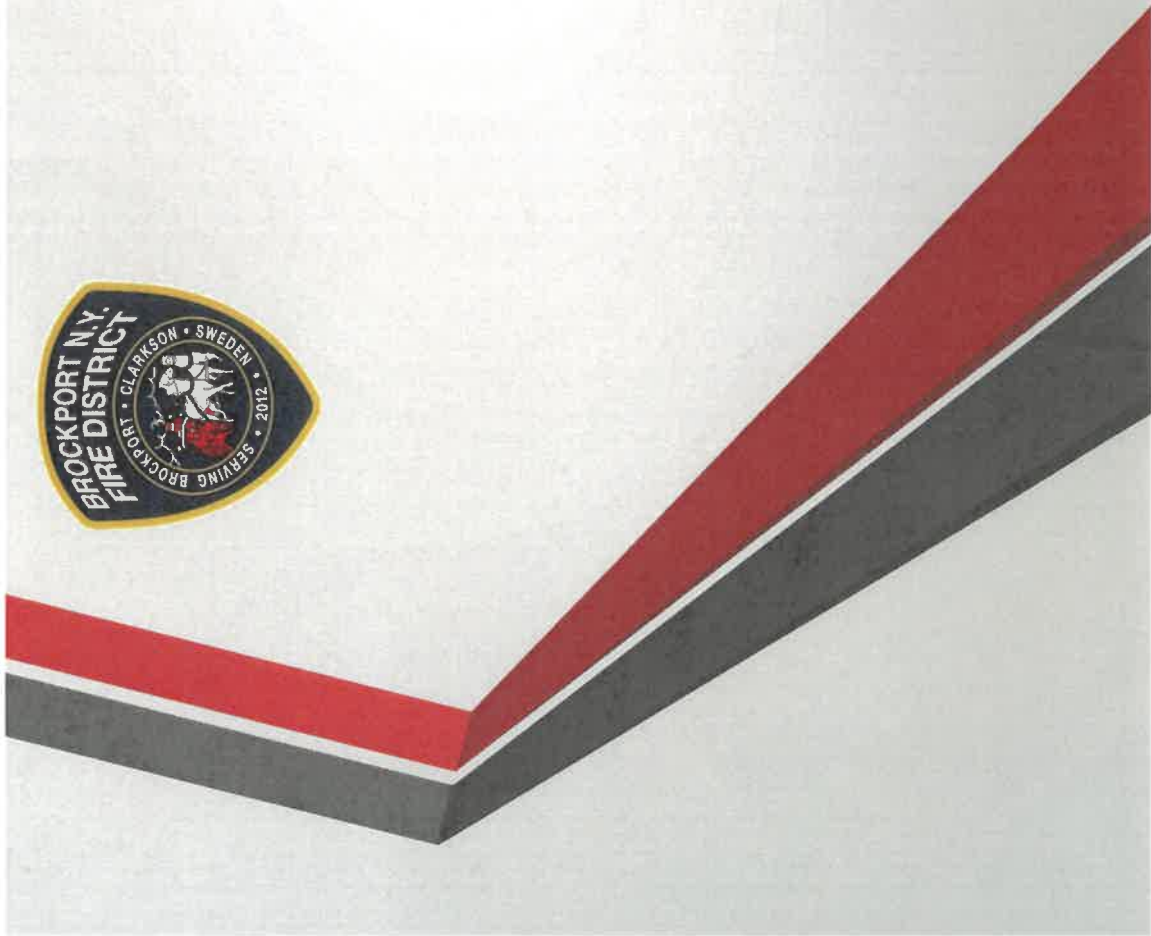
Any questions feel free to call or email me

Respectfully Submitted,

Deputy Chief Jose Medina



# Brockport Fire District 2023 Proposed Budget





# 2022 - 2023 Revenues

	Revenue 2022 Budget 2023	
<b>Subaccount</b>		
A1001 Real Property Taxes	\$1,371,820	\$1,416,179
A1081 PILOTS	\$921	\$921
A2410 Rentals	\$0	\$0
A2401 Interest and Earnings	\$6,843	\$0
A2660 Sale of Assets	\$0	\$0
A2680 Insurance Recoveries	\$12,277	\$0
A2701 Refunds of Expenditures	\$2,875	\$0
A2705 Gifts and Donations	\$0	\$0
A3389 State Aid, Other Public Safety	\$0	\$0
Reserve Fund Expense Transfers	\$0	\$0
<b>Totals</b>	<b>\$1,394,735</b>	<b>\$1,417,100</b>

# 2022 - 2023 Appropriations

~~Adopted~~  
**Proposed**

Subaccount	Actual Expenditures through August 2022	Preliminary Estimate 2022 Expenses based on August Actual	Budget 2022 with Revisions	Budget 2023
<b>A3410.1 Personal Services</b>				
Salary - Treasurer	\$6,221	\$9,332	\$18,911	\$11,686
Salary - Secretary	\$9,131	\$13,697	\$14,184	\$14,608
Salary - Other	\$22,614	\$33,921	\$40,886	\$50,228
<b>Total Personal Services</b>	<b>\$37,967</b>	<b>\$56,950</b>	<b>\$73,981</b>	<b>\$76,523</b>
Note: Commissioners do not receive salaries				
<b>A9000.8 Benefits</b>				
Social Security & Medicare	\$2,905	\$4,357.00	\$5,659	\$5,300
Workers' Compensation/VFBL	\$56,209	\$92,057	\$80,000	\$100,000
Unemployment Insurance	\$1,335	\$2,003.00	\$2,600	\$2,000
Disability Insurance	\$200	\$200	\$700	\$350
EAP/Cancer/Death & Dismemberment Ins	\$12,973	\$19,459.00	\$25,000	\$26,000
<b>Total Benefits</b>	<b>\$73,621</b>	<b>\$118,076</b>	<b>\$113,959</b>	<b>\$133,650</b>
<b>A3410.2 Equipment &amp; Capital Outlays</b>	<b>\$421,492</b>	<b>\$740,172</b>	<b>\$792,000</b>	<b>\$801,400</b>
<b>A3410.4 Contractual Expenses</b>	<b>\$396,006</b>	<b>\$598,290.00</b>	<b>\$598,290</b>	<b>\$684,061</b>
<b>Budget Total</b>			<b>\$1,578,230</b>	<b>\$1,695,634</b>
<b>A962 Reserve Fund Appropriations</b>			<b>2022 Deposit to Reserve</b>	<b>2023 Deposit To Reserve</b>
Buildings and Facilities Reserve			\$0	\$0
Vehicle and Equipment Reserve			\$515,000	\$266,866
Command Vehicle Reserve			\$25,000	\$25,000
Communications			\$30,000	\$30,000
Repair Reserve			\$0	\$0
Misc Equipment			\$210,000	\$210,000
<b>Total Reserve Fund Appropriations</b>			<b>\$540,000</b>	<b>\$531,866</b>
<b>Total Appropriations</b>	<b>\$929,086</b>	<b>\$1,513,488</b>	<b>\$2,118,230</b>	<b>\$2,227,500</b>

# 2023 Budget Summary

<b>Total Appropriations</b>	<b>2,227,500</b>
Less:	
Estimated revenues	921
Estimated assigned appropriated fund balance (Reserve and Gift Donation Funds)	810,400
<b>Amount to be raised by real property taxes</b>	<b>1,416,179</b>

	<b>Assessed Valuation (AV)</b>	<b>Equalization Rate(ER)</b>	<b>Full Valuation (AV/ER)</b>	<b>Total Full Apportioned Tax Valuation Percentage</b>
<b>Town</b>				
Clarkson	\$411,078,900	85%	\$483,622,235	35.49%
Sweden	\$879,261,938	100%	\$879,261,938	64.51%
<b>Total</b>	<b>\$1,290,340,838</b>		<b>\$1,362,884,173</b>	<b>100.00%</b>

	<b>\$502,534</b>
	<b>\$913,645</b>
	<b>\$1,416,179</b>

Statement of Activity - MTD and YTD by Classification  
September 30, 2022

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	YTD % of Budget 9 months = 75%	Comments
AA.3945.400.000 BFD2 (2281)	0.00	103.20	3,000.00	2,896.80	3.44	
AA.3950.400.000 BFD5 (8154)	0.00	0.00	3,000.00	3,000.00	0.00	
AA.3955.400.000 DOV2337 (2586)	227.80	1,639.29	3,000.00	1,360.71	54.64	
AA.3960.400.000 Multivehicle	12.00	744.75	2,000.00	1,255.25	37.24	
AA.3965.400.000 Q230 (0744)	900.00	33,502.29	32,650.00	(852.29)	102.61	
AA.3971.400.000 BFD6 (1497)	890.00	6,079.90	5,100.00	(979.90)	119.21	
AA.3975.400.000 T236 (3541)	0.00	414.50	3,000.00	2,585.50	13.82	
AA.3980.400.000 FPV2357 (7425)	204.90	1,673.83	3,000.00	1,326.17	55.79	
AA.3985.400.000 Fuel and Oil	0.00	15,146.82	14,500.00	(646.82)	104.46	Higher Cost than expected
AA.4205.400.000 Personnel Rehab Supplies/Equip	847.40	5,550.03	4,000.00	(1,550.03)	138.75	Over expending due to higher costs
AA.4305.400.000 Public Education	0.00	0.00	900.00	900.00	0.00	
AA.4310.400.000 Training	175.00	11,619.05	16,000.00	4,380.95	72.62	
<b>Total Contractual Expenses</b>	<b>35,195.02</b>	<b>431,201.18</b>	<b>598,290.00</b>	<b>167,088.82</b>	<b>72.07</b>	
<b>Employee Benefits Expenses</b>						
AA.9030.800.000 Social Security	346.88	3,251.38	5,659.00	2,407.62	57.46	
AA.9040.800.000 Workers Compensation and VFBL	17,924.00	74,132.50	80,000.00	5,867.50	92.67	Budget spread
AA.9050.800.000 Unemployment Insurance	149.63	1,484.85	2,600.00	1,115.15	57.11	
AA.9055.800.000 Disability Insurance	(11.83)	187.84	700.00	512.16	26.83	
AA.9089.800.000 EAP/D&D/CANCER	191.25	13,164.24	25,000.00	11,835.76	52.66	
<b>Total Employee Benefits Expenses</b>	<b>18,599.93</b>	<b>92,220.81</b>	<b>113,959.00</b>	<b>21,738.19</b>	<b>80.92</b>	
<b>Capital Expenses</b>						
AA.3525.200.000 Office Equipment, Cap Equip Outlay	0.00	4,146.64	5,000.00	853.36	82.93	Budget spreads
AA.4005.200.000 Fire Apparatus, Trucks - Capital	30,036.37	368,439.95	585,000.00	216,560.05	62.98	
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	Budget spread
AA.4120.200.000 Station 5 - Owens Road	0.00	0.00	65,000.00	65,000.00	0.00	
<b>Total Capital Expenses</b>	<b>30,036.37</b>	<b>451,528.20</b>	<b>792,000.00</b>	<b>340,471.80</b>	<b>57.01</b>	
<b>Operating Expenses</b>						
Plus Capital Funded with Operating	58,329.02	565,922.71	786,230.00	220,307.29		
Plus Encumbrances		6819.26				
<b>Total Operating</b>		<b>576,089.76</b>	<b>786,230.00</b>	<b>210,140.24</b>	<b>73%</b>	
Funded with Gifts Donations		9184				
<b>Capital Expenses</b>						
Less Capital Funded with Operating	30,036.37	451,528.20				
Plus Capital Expense Encumbrance		6819.26				
<b>Total Capital Expense</b>		<b>723,076.26</b>	<b>792,000.00</b>	<b>68,923.74</b>	<b>91%</b>	
<b>Total Expenses</b>	<b>88,365.39</b>	<b>1,299,166.02</b>	<b>1,578,230.00</b>	<b>279,063.98</b>	<b>82%</b>	

Statement of Activity - MTD and YTD by Classification  
September 30, 2022

YTD % of Budget  
9 months = 75%

Comments

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	YTD % of Budget 9 months = 75%	Comments
<b>Revenues</b>						
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	6,842.63	0.00	6,842.63	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	
<b>Total Revenues</b>	<b>0.00</b>	<b>1,394,735.43</b>	<b>1,374,230.00</b>	<b>20,505.43</b>	<b>(101.49)</b>	
<b>Personnel Expenses</b>						
AA.3405.100.000 Treasurer	581.48	6,802.91	18,911.00	12,108.09	35.97	
AA.3410.100.000 Secretary	1,091.00	10,222.12	14,184.00	3,961.88	72.07	
AA.3415.100.000 Event Reporting/Administrative	1,567.12	14,542.16	24,396.00	9,853.84	59.61	
AA.3420.100.000 Custodial	1,294.47	10,933.53	16,490.00	5,556.47	66.30	
<b>Total Personnel Expenses</b>	<b>4,534.07</b>	<b>42,500.72</b>	<b>73,981.00</b>	<b>31,480.28</b>	<b>57.45</b>	
<b>Contractual Expenses</b>						
AA.1950.400.000 Taxes Assessments Municipal Properties	0.00	463.30	750.00	286.70	61.77	
AA.3505.400.000 Office Supplies, Postage	335.02	3,343.11	5,740.00	2,396.89	58.24	
AA.3510.400.000 Travel Expense	23.12	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	4,754.00	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	339.88	9,229.47	16,000.00	6,770.53	57.68	
AA.3540.400.000 Public Drill, Parades, Inspect	0.00	9,184.00	9,184.00	0.00	100.00	Banquet Budget spread
AA.3605.400.000 Accountants	1,226.67	14,913.36	22,000.00	7,086.64	67.79	
AA.3610.400.000 Legal	0.00	2,453.75	13,250.00	10,796.25	18.52	
AA.3615.400.000 Medical (Physicals)	0.00	8,476.00	14,000.00	5,524.00	60.54	
AA.3620.400.000 IT Services	7,500.00	63,625.00	90,000.00	26,375.00	70.69	
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	408.75	1,356.60	1,000.00	(356.60)	135.66	Many Notices
AA.3635.400.000 Office & Comp Equip Maint Lease	201.92	1,510.80	4,000.00	2,489.20	37.77	
AA.3640.400.000 Insurance	0.00	43,186.14	43,250.00	63.86	99.85	Budget spread
AA.3705.400.000 Electric	4,730.87	14,983.12	15,000.00	16.88	99.89	Expect credit for solar
AA.3710.400.000 Gas	0.00	8,512.24	20,000.00	11,487.76	42.56	
AA.3715.400.000 Water	253.81	2,518.77	3,500.00	981.23	71.96	
AA.3720.400.000 Repairs & Maintenance	4,220.73	34,164.29	25,500.00	(8,664.29)	133.98	Over expending
AA.3725.400.000 Maintenance Supplies	399.81	2,134.27	7,200.00	5,065.73	29.64	
AA.3735.400.000 Alarm/Access Systems	668.48	3,977.52	8,000.00	4,022.48	49.72	
AA.3740.400.000 Telephone	1,268.73	15,772.79	21,600.00	5,827.21	73.02	
AA.3745.400.000 Web Site, Internet Access, Cable	538.00	8,159.43	12,000.00	3,840.57	68.00	
AA.3750.400.000 Trash Removal	196.82	1,831.76	4,500.00	2,668.24	40.71	
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 (Mainly/Test)	0.00	5,936.30	5,000.00	(936.30)	118.73	Higher cost than expected
AA.3820.400.000 Firefighter Equip Maint/Repair	4,147.50	51,980.94	86,000.00	34,019.06	60.44	
AA.3825.400.000 EMS Supplies	36.85	36.85	2,500.00	2,463.15	1.47	
AA.3830.400.000 Uniforms	95.90	4,786.60	4,250.00	(536.60)	112.63	Over expending
AA.3835.400.000 Fire Police	0.00	0.00	4,000.00	4,000.00	0.00	
AA.3910.400.000 P235 (3921)	98.93	8,027.98	8,000.00	(27.98)	100.35	Truck Budget
AA.3915.400.000 P233 (1151)	0.00	1,414.47	2,000.00	585.53	70.72	86,750.00
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)	0.00	5,039.92	5,000.00	(39.92)	100.80	69,338.67
AA.3930.400.000 V2317 BFD7 (2364)	0.00	21.00	3,000.00	2,979.00	0.70	Need to reallocate budget based on expenses to close overages
AA.3935.400.000 SQ2327 (2161)	492.13	5,548.48	5,000.00	(548.48)	110.97	

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	YTD % of Budget 9 months = 75%	Comments
AA.3945.400.000 BFD2 (2281)	0.00	103.20	3,000.00	2,896.80	3.44	
AA.3950.400.000 BFD5 (8154)	0.00	0.00	3,000.00	3,000.00	0.00	
AA.3955.400.000 DOV2337 (2586)	227.80	1,639.29	3,000.00	1,360.71	54.64	
AA.3960.400.000 Multivehicle	12.00	744.75	2,000.00	1,255.25	37.24	
AA.3965.400.000 Q230 (0744)	900.00	33,502.29	32,650.00	(852.29)	102.61	
AA.3971.400.000 BFD6 (1497)	890.00	6,079.90	5,100.00	(979.90)	119.21	
AA.3975.400.000 T236 (3541)	0.00	414.50	3,000.00	2,585.50	13.82	
AA.3980.400.000 FPV2357 (7425)	204.90	1,673.83	3,000.00	1,326.17	55.79	
AA.3985.400.000 Fuel and Oil	0.00	15,146.82	14,500.00	(646.82)	104.46	Higher Cost than expected
AA.4205.400.000 Personnel Rehab Supplies/Equip	847.40	5,550.03	4,000.00	(1,550.03)	138.75	Over expending due to higher costs
AA.4305.400.000 Public Education	0.00	0.00	900.00	900.00	0.00	
AA.4310.400.000 Training	175.00	11,619.05	16,000.00	4,380.95	72.62	
<b>Total Contractual Expenses</b>	<b>35,195.02</b>	<b>431,201.18</b>	<b>598,290.00</b>	<b>167,088.82</b>	<b>72.07</b>	
<b>Employee Benefits Expenses</b>						
AA.9030.800.000 Social Security	346.88	3,251.38	5,659.00	2,407.62	57.46	
AA.9040.800.000 Workers Compensation and VFBL	17,924.00	74,132.50	80,000.00	5,867.50	92.67	Budget spread
AA.9050.800.000 Unemployment Insurance	149.63	1,484.85	2,600.00	1,115.15	57.11	
AA.9055.800.000 Disability Insurance	(11.83)	187.84	700.00	512.16	26.83	
AA.9089.800.000 EAP/D&D/CANCER	191.25	13,164.24	25,000.00	11,835.76	52.66	
<b>Total Employee Benefits Expenses</b>	<b>18,599.93</b>	<b>92,220.81</b>	<b>113,959.00</b>	<b>21,738.19</b>	<b>80.92</b>	
<b>Capital Expenses</b>						
AA.3525.200.000 Office Equipment, Cap Equip Outlay	0.00	4,146.64	5,000.00	853.36	82.93	Budget spreads
AA.4005.200.000 Fire Apparatus, Trucks - Capital	30,036.37	368,439.95	585,000.00	216,560.05	62.98	
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	Budget spread
AA.4120.200.000 Station 5 - Owens Road	0.00	0.00	65,000.00	65,000.00	0.00	
<b>Total Capital Expenses</b>	<b>30,036.37</b>	<b>451,528.20</b>	<b>792,000.00</b>	<b>340,471.80</b>	<b>57.01</b>	
<b>Operating Expenses</b>	<b>58,329.02</b>	<b>565,922.71</b>	<b>786,230.00</b>	<b>220,307.29</b>		
Plus Capital Funded with Operating		6819.26				
Plus Encumbrances		3,347.79				
<b>Total Operating</b>		<b>576,089.76</b>	<b>786,230.00</b>	<b>210,140.24</b>	<b>73%</b>	
Funded with Gifts Donations		9184				
<b>Capital Expenses</b>	<b>30,036.37</b>	<b>451,528.20</b>				
Less Capital Funded with Operating		6819.26				
Plus Capital Expense Encumbrance		278,367.32				
<b>Total Capital Expense</b>		<b>723,076.26</b>	<b>792,000.00</b>	<b>68,923.74</b>	<b>91%</b>	
<b>Total Expenses</b>	<b>88,365.39</b>	<b>1,299,166.02</b>	<b>1,578,230.00</b>	<b>279,063.98</b>	<b>82%</b>	

Statement of Activity - MTD and YTD by Classification  
September 30, 2022

YTD % of Budget  
9 months = 75%

Comments

YTD % of Budget  
9 months = 75%

Comments

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	YTD % of Budget 9 months = 75%	Comments
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)	0.00	0.00	3,000.00	3,000.00	0.00	
AA.3955.400.000 DOV2337 (2586)	227.80	1,639.29	3,000.00	1,360.71	54.64	
AA.3960.400.000 Multivehicle	12.00	744.75	2,000.00	1,255.25	37.24	
AA.3965.400.000 Q230 (0744)	900.00	33,502.29	32,650.00	(852.29)	102.61	
AA.3971.400.000 BFD6 (1497)	890.00	6,079.90	5,100.00	(979.90)	119.21	
AA.3975.400.000 T236 (3541)	0.00	414.50	3,000.00	2,585.50	13.82	
AA.3980.400.000 FPV2357 (7425)	204.90	1,673.83	3,000.00	1,326.17	55.79	
AA.3985.400.000 Fuel and Oil	0.00	15,146.82	14,500.00	(646.82)	104.46	Higher Cost than expected
AA.4205.400.000 Personnel Rehab Supplies/Equip	847.40	5,550.03	4,000.00	(1,550.03)	138.75	Over expending due to higher costs
AA.4305.400.000 Public Education	0.00	0.00	900.00	900.00	0.00	
AA.4310.400.000 Training	175.00	11,619.05	16,000.00	4,380.95	72.62	
<b>Total Contractual Expenses</b>	<b>35,195.02</b>	<b>431,201.18</b>	<b>598,290.00</b>	<b>167,088.82</b>	<b>72.07</b>	
<b>Employee Benefits Expenses</b>						
AA.9030.800.000 Social Security	346.88	3,251.38	5,659.00	2,407.62	57.46	
AA.9040.800.000 Workers Compensation and VFBL	17,924.00	74,132.50	80,000.00	5,867.50	92.67	Budget spread
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AA.9055.800.000 Disability Insurance	(11.83)	187.84	700.00	512.16	26.83	
AA.9089.800.000 EAP/D&D/CANCER	191.25	13,164.24	25,000.00	11,835.76	52.66	
<b>Total Employee Benefits Expenses</b>	<b>18,599.93</b>	<b>92,220.81</b>	<b>113,959.00</b>	<b>21,738.19</b>	<b>80.92</b>	
<b>Capital Expenses</b>						
AA.3525.200.000 Office Equipment, Cap Equip Outlay	0.00	4,146.64	5,000.00	853.36	82.93	Budget spreads
AA.4005.200.000 Fire Apparatus, Trucks - Capital	30,036.37	368,439.95	585,000.00	216,560.05	62.98	
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	Budget spread
AA.4120.200.000 Station 5 - Owens Road	0.00	0.00	65,000.00	65,000.00	0.00	
<b>Total Capital Expenses</b>	<b>30,036.37</b>	<b>451,528.20</b>	<b>792,000.00</b>	<b>340,471.80</b>	<b>57.01</b>	
<b>Operating Expenses</b>	<b>58,329.02</b>	<b>565,922.71</b>	<b>786,230.00</b>	<b>220,307.29</b>		
Plus Capital Funded with Operating		6819.26				
Plus Encumbrances		3,347.79				
<b>Total Operating</b>	<b>576,089.76</b>	<b>576,089.76</b>	<b>786,230.00</b>	<b>210,140.24</b>	<b>73%</b>	
Funded with Gifts Donations		9184				
<b>Capital Expenses</b>	<b>30,036.37</b>	<b>451,528.20</b>				
Less Capital Funded with Operating		6819.26				
Plus Capital Expense Encumbrance		278,367.32				
<b>Total Capital Expense</b>	<b>723,076.26</b>	<b>723,076.26</b>	<b>792,000.00</b>	<b>68,923.74</b>	<b>91%</b>	
<b>Total Expenses</b>	<b>88,365.39</b>	<b>1,299,166.02</b>	<b>1,578,230.00</b>	<b>279,063.98</b>	<b>82%</b>	

Brockport Fire District  
 Encumbrance Worksheet 2022  
 Requisitions and Approvals not Posted to Expenses  
 Sep-22

Date	Vendor	Requestor	Item	Cost	Comments
9/15/2022	Positive Promotions	Henry	Educational Items	1,977.00	
7/27/2022	Smart Sign	Pazyck	Fire Police Signs	1,370.79	rec'd charged to visa not billed yet
<b>Total Requisitions and Credit Expense Encumbrances</b>				<b>3,347.79</b>	
<b>Encumbrances Capital</b>					
1/1/2022	Churchville Fire	Bird	Truck	228,180.00	
7/27/2022	Skywave	Medina	Radios	19,075.32	
8/29/2022	Firehouse Innovations	Wainwright	Door Simulator	7,970.00	
8/18/2022	JPR Trailer Sales	Medina	Trailer	13,000.00	
8/18/2022	Triple O	Bird	Bathroom Ren	4,982.00	
5/15/2022	Rocket Roofing	Bird	Station 3 Roof	2,160.00	
		Bax	Wi Fi Access Points	3,000.00	need written quote?
<b>Total</b>				<b>278,367.32</b>	



# Brockport Fire District Abstract of Audited Vouchers from 9/07/2022 to 9/19/2022

<u>Claimant</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Check #</u>	<u>Chk Date</u>
<b>Voucher Type: &lt;none&gt;</b>						
<b>ADP</b>	<b>3,031</b>					
	9/16/2022	9/16 Payroll	AA.3405.100.000	359.29	9/16 DD	9/16/2022
	9/16/2022	9/16 Payroll	AA.3410.100.000	545.50	9/16 Tax	9/16/2022
	9/16/2022	9/16 Payroll	AA.3415.100.000	783.97	9/16 Tax	9/16/2022
	9/16/2022	9/16 Payroll	AA.3420.100.000	659.60	9/16 DD	9/16/2022
	9/16/2022	9/16 Payroll	AA.9030.800.000	179.66	9/16 Tax	9/16/2022
	9/16/2022	9/16 Payroll	AA.9050.800.000	77.51	9/16 Tax	9/16/2022
	9/16/2022	9/16 Payroll	AA.9055.800.000	-6.04	9/16 DD	9/16/2022
				<u>2,599.49</u>		
				<b>2,599.49</b>		
<b>ADP Total</b>						
<b>Total for Voucher Type: &lt;none&gt;</b>						
<b>Voucher Type: Online</b>						
<b>Wegman's</b>	<b>3,025</b>					
	8/31/2022	2022.08	AA.4205.400.000	141.47		
		water & snacks		<u>141.47</u>		
				<b>141.47</b>		
<b>Total for Voucher Type: Online</b>						
<b>Voucher Type: Prepaid</b>						
<b>Casella Waste Services</b>	<b>3,006</b>					
	9/01/2022	967468	AA.3750.400.000	154.56	ACH	9/13/2022
	9/01/2022	967469	AA.3750.400.000	42.26	ACH	9/13/2022
				<u>196.82</u>		
<b>Casella Waste Services Total</b>						
<b>Frontier Communication</b>	<b>3,002</b>					
	9/01/2022	585-637-1017	AA.3740.400.000	206.51	ACH	9/12/2022
	9/01/2022	585-637-1034	AA.3740.400.000	45.25	ACH	9/12/2022
	9/01/2022	585-637-1049	AA.3740.400.000	106.77	ACH	9/12/2022
	9/01/2022	585-637-1052	AA.3740.400.000	87.35	ACH	9/12/2022
	9/01/2022	585-637-3359	AA.3740.400.000	89.47	ACH	9/12/2022
				<u>535.35</u>		
<b>Frontier Communication Total</b>						
<b>SIPTrunk, Inc.</b>	<b>2,998</b>					
	9/01/2022	37470618	AA.3740.400.000	83.55		
				<u>83.55</u>		
<b>SIPTrunk, Inc. Total</b>						
<b>Time Warner Cable BC</b>	<b>3,028</b>					
	9/07/2022	142100701090722	AA.3745.400.000	538.00		
				<u>538.00</u>		
<b>Time Warner Cable BC Total</b>						

# Brockport Fire District Abstract of Audited Vouchers from 9/07/2022 to 9/19/2022

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Check #</u>	<u>Chk Date</u>
Verizon Wireless	8/23/2022	9914220326	2,997	Telephone July Aug 2022	AA.3740.400.000	649.83		
<u>Verizon Wireless Total</u>						649.83		
<b>Total for Voucher Type: Prepaid</b>						<b>2,003.55</b>		
<b>Voucher Type: Regular</b>								
Alliance Door and Hardware, Inc.	9/06/2022	229580	3,026	Overhad door maintenance	AA.3720.400.000	270.00		
<u>Alliance Door and Hardware, Inc. Total</u>						270.00		
Board of Water Commissioners	9/01/2022	OM2-400011 01	3,017	Station #3 Water usage	AA.3715.400.000	24.05		
	9/01/2022	OM2-400013 01		Station #1 Water usage	AA.3715.400.000	183.22		
	9/01/2022	OM2-400016 01		Station #5 Water usage	AA.3715.400.000	46.54		
<u>Board of Water Commissioners Total</u>						253.81		
Churchville Electric, Inc.	8/31/2022	4282	3,018	Service call for gear washer at Station #1	AA.3720.400.000	240.00		
<u>Churchville Electric, Inc. Total</u>						240.00		
Churchville Fire Equipment	8/26/2022	200441	3,021	Folding ladder latch, quick release	AA.3910.400.000	98.93		
	8/29/2022	039167		Battery Operated Fans	AA.4005.200.000	30,036.37		
<u>Churchville Fire Equipment Total</u>						30,135.30		
Drapery Industries, Inc.	8/24/2022	37396	3,009	Chief's Office	AA.3525.400.000	2,254.00		
<u>Drapery Industries, Inc. Total</u>						2,254.00		
EFPR Solutions, LLC	8/31/2022	326740	3,020	Accounting services	AA.3605.400.000	1,226.67		
<u>EFPR Solutions, LLC Total</u>						1,226.67		
EV Warning Systems LLC	8/26/2022	22-022	3,012	110v Circuit from shoreline plug to vehicle bed	AA.3935.400.000	405.00		
<u>EV Warning Systems LLC Total</u>						405.00		
Fire Districts of NY Mutual Ins., Inc.	9/01/2022	10084100 - 1-FPI-	3,008	Workers' Compensation	AA.9040.800.000	181.00		
	9/01/2022	10089100 - 1-FPI-		Volunteer Firefighter Benefits Law - Oct 1	AA.9040.800.000	17,743.00		
<u>Fire Districts of NY Mutual Ins., Inc. Total</u>						17,924.00		
Gartland Technologies, LLC	9/01/2022	1535	3,023	Monthly labor contract	AA.3620.400.000	7,500.00		
<u>Gartland Technologies, LLC Total</u>						7,500.00		

## Brockport Fire District Abstract of Audited Vouchers from 9/07/2022 to 9/19/2022

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u> <u>Description</u>	<u>Distribution Acct</u>	<u>AP Owed</u>	<u>Check #</u>	<u>Chk Date</u>
Haun Welding Supply, Inc 8/31/2022 8452844	3,014	Oxygen tanks	AA.3825.400.000	36.85			
Haun Welding Supply, Inc <u>Total</u>				36.85			
Johnson Controls Fire Protection LP 9/01/2022 23102992	3,027	annual alarm monitoring contract - Station #2	AA.3735.400.000	275.00			
Johnson Controls Fire Protection LP <u>Total</u>				275.00			
Lowe's (Accounts Receivable CC) 9/02/2022 2022.09	3,024	Tool bag and hose	AA.3720.400.000	75.95			
Lowe's (Accounts Receivable CC) <u>Total</u>				75.95			
Monroe County Volunt. Fire Police 9/07/2022	2,999	Fire Police Training Seminar	AA.4310.400.000	175.00		0006012	9/07/2022
Monroe County Volunt. Fire Police Assoc. <u>Total</u>				175.00			
Municipal Emergency Services 8/26/2022 IN1756407	3,022	Rescue Tool service	AA.3820.400.000	4,047.50			
Municipal Emergency Services <u>Total</u>				4,047.50			
Northside Service Center 8/31/2022 125791	3,011	Oil change - 2022 Ford F550	AA.3935.400.000	87.13			
Northside Service Center <u>Total</u>				87.13			
Staples Business Credit 8/25/2022 1643969265	3,019	office supplies	AA.3505.400.000	309.36			
Staples Business Credit <u>Total</u>				309.36			
Triple-O Mechanical 8/31/2022 55484074	3,013	Tech labor	AA.3720.400.000	144.00			
Triple-O Mechanical <u>Total</u>				144.00			
URMC Dept of Psychiatry 9/01/2022 BFD0922	3,010	EAP Services for September 2022	AA.9089.800.000	191.25			
URMC Dept of Psychiatry <u>Total</u>				191.25			
Village of Brockport 9/09/2022 2022 13	3,030	Electric Aug Sept Stations 1,2,3,5	AA.3705.400.000	2,469.26			
Village of Brockport <u>Total</u>				2,469.26			

# Brockport Fire District Abstract of Audited Vouchers from 9/07/2022 to 9/19/2022

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u> <u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Check #</u>	<u>Chk Date</u>
Yankee Services	8/29/2022	0761736-IN	3,029 Replace power supply	AA, 3720,400,000	626.58		
Yankee Services Total					626.58		
<b>Total for Voucher Type: Regular</b>					<b>68,646.66</b>		

**Total:**  
 Vouchers 73,391.17  
 Total 73,391.17

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) 30,036.37  
 General 40,755.31  
 Payroll 2,599.49  
 Total 73,391.17

\_\_\_\_\_ Date

\_\_\_\_\_ Debra Bax, Secretary Brockport Fire District