

Brockport Fire District Commissioners
Regular Meeting
February 20, 2023 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Present: Commissioners: Patricia Connors, Allyn Hammel, Debra Bax, Bill Bird; Treasurer Debra Kuhn; Chief Jose Medina, Assistant Chief Adam Leggett; Attorney Ray DiRaddo

Excused: Commissioner David Georgiev, Deputy Chief Tim Smith

Others Present: Gordon Bemis, Zach Alexander, Ron Sabernick

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

Approval of February 6, 2023 Regular Meeting Minutes.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve as read.

4 Yes 0 No

Public Comment – none

BVFA

- President Ron Sabernick discussed several items.
- Recruitment and Retention
 - Moving forward with the volunteer banner to be placed at Station 3.
 - Working on an art contest with the college which the winning poster could be placed on our Facebook page and copies could be made for posting in various businesses. The winner will receive a monetary prize. Inquired if they should use the District logo or the Fire Department logo. It was agreed by the commissioners that they should use the Fire Department logo.
 - Commissioner Bird indicated that he would like to see something advertised in the Suburban News as well.
 - Commissioner Hammel suggested advertising in the college Stylus.
 - Commissioner Hammel also suggested to think about the upcoming April 8, 2024 Solar Eclipse as there may be a huge influx of people into the area.
- LOSAP Program
 - Continuing to work on the possibility of starting a LOSAP Program.
 - President Sabernick indicated that the commission will be updated as this progresses and it will be a joint effort if the BVFA would like to move forward with this.
 - Attorney DiRaddo indicated that the proposal that is out there for the state budget may provide money to pay volunteer firefighters if it remains in the budget.
 - Attorney DiRaddo also indicated that some departments use LOSAP and some have dropped it.

Chief's Report

- Reviewed submitted report.
- Will be appointing Jim Juby as a Fire Lieutenant.
- Commissioner Hammel inquired as to how the Round Table went on Saturday. Chief Medina indicated that it went well but there were a few issues to address.

Deputy Chief's Report

- None received.

Assistant Chief's Report

- Reviewed submitted report.
- Noted that the NFPA Standard to replace tires on firefighting apparatus is 7 years and not 10 years, NFPA 1911 8.3.6. Commissioner Hammel indicated that these are recommendations. Attorney DiRaddo suggested, from a Risk Management perspective, we may want to consider replacing as recommended.
- The 9 sets of turnout gear were received.
- AC Leggett reviewed the hose project purchases.

Motion by Commissioner Bird seconded by Commissioner Hammel to accept the Chiefs' Reports. **4 Yes 0 No**

Treasurer's Report

- Reviewed the Financial Position by Fund, Statement of Activity and 2023 Encumbrance Worksheet.

Motion by Commissioner Hammel seconded by Commissioner Bird to approve the Treasurer's Reports. **4 Yes 0 No**

- Credit Cards
 - Treasurer Kuhn indicated that the boat motor and bag should not have been charged on the charge card and explained why that is problematic for these types of purchases.
- Received a check from Auctions International in the amount of \$8,800. This money will be deposited into the Vehicle and Equipment Capital Reserve Account.

RESOLUTION: 2023-23 Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer \$20,937.61 for the regular bills and \$2,683.21 for payroll totaling \$23,620.82 from the General Fund Money Market Account and move all into the General Checking Account to pay the regular bills and payroll.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve the payment of the bills **4 Yes 0 No**

Secretary's Report

- Policies
 - The following policies were reviewed and updated by the Policy Committee and are presented for approval: Policy Against Illegal Discrimination and Complaint Form, Fraud Policy, Investment Policy, Public Information Policy.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve the changes to the revised policies as noted. **4 Yes 0 No**

- The Policy Committee will meet again on March 2, 2023 at 6:30 pm.
- FOB Requests
 - Request from Zach DeLany for the same access as Alex Cervini since he does the custodial work for the district when Alex is not available and a request from Jim Toole to give AI Way access to the Conference Room at Station 1 since he is now managing the ID Tags. The Commission had no problem with either request.
- Purchase request from Jim Toole for 6 CPR cards at a total cost of \$150 and an updated Community CPR Manual at a cost of \$195. The Commission had no problem with this.
- System for Award Management (SAM) Renewal – is due 5/6/2023 but Secretary Bax will renew early. Both Jay Grasso and Deb DeLong of G&G Consulting are Administrators in our grants, as well as, Secretary Bax and Treasurer Kuhn.
- Website
 - Justin Bradshaw redid directions and Secretary Bax can now post agendas and minutes to the website. His directions were extremely well done and easy to follow. Justin will be in touch with Deb Bax and Mike Henry to review posting in various areas, particularly the Member Section.
- Harassment Training
 - Secretary Bax will put together the spreadsheet information that needs to go to Vector Solutions and their representative will upload those for us since we are over 20 members needing email access.
 - The Chief's Office is managing the Harassment Training this year and a Chief will need to be set up as an Administrator in the system. Chief Medina indicated that he would be the one to be set up.
- Physicals
 - Northern Star sent the most recent physical for a new member to Secretary Bax which will be passed along to the Chief's Office.

New/Old Business

- Mower for Station 5
 - Commissioner Bird received 3 quotes for a Zero Turn Mower: John Deere \$3,799, Kubota \$4,100 and a Toro from Danny's Small Engine Repair in Holley \$3,499. Danny's will no longer be selling new equipment but will honor the warranty on this purchase. Commissioner Bird suggests that we purchase the mower from Danny's in Holley. Treasurer Kuhn indicated that, since this was not budgeted, we should take it from the Miscellaneous Equipment Capital Reserve Fund which requires a Legal Notice for a Permissive Referendum.

- Chief Medina suggested the possibility of contacting the Town of Sweden to see if they would be interested in doing this. Commissioner Hammel will take care of making this contact.

Commissioner Reports

Commissioner Hammel




- Had received a question from a community member regarding the Chiefs' use of their district vehicles. The Policy Committee will be reviewing this policy.

Motion by Commissioner Hammel seconded by Commissioner Bird to adjourn. **4 Yes 0 No**
Meeting adjourned at 7:40 pm.

Respectfully submitted,
Debra L. Bax, Secretary
Board of Fire Commissioners
Brockport Fire District

Brockport Fire District
Regular Meeting
February 20, 2023 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Sign-In Sheet

PRINTED NAME	SIGNATURE
Zach Alexander	
Gordon Bremis	
Ron Sebernich	



Brockport Fire District Meeting Agenda

February 20, 2023
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 February 6*.
5. BVFA representative
6. Chief's Reports *
7. Treasurer's Report:
 - Monthly Report*
 - Credit Card Charges
 - Payment of Bills *
8. Secretary's Report:
 - Policies
 - FOB Request
 - Purchase Request Jim Toole
 - SAM Renewal
 - Website
9. New/Old Business:
 - Lawn mower for Station 5
10. Attorney Ray DiRaddo
11. Commissioners Reports
12. Executive Session – No.
13. Motion to adjourn by _____ seconded by _____
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 Jose Medina

Deputy Chief Tim Smith

Assistant Chief Adam Leggett

Fire Chief's report February 20, 2023

Fire Calls:

Year to Date Fire Calls: 1/1/23 – 2/20/23:	149
Fire Calls for Jan: 9/1/22 – 2/20/23:	520
Prev. year comparison: 2021 2023	2021 2023
JAN: 84 95	JULY: 80
FEB: 95	AUG: 90
MARCH: 135	SEPT: 82
APRIL: 74	OCT: 91
MAY: 80	NOV: 77
JUNE: 87	DEC: 122

Missing Fire Reports: 2

Notes:

DISTRICT DETAILS:

- Nothing at this time

GENERAL INFORMATION:

2/16 we had a house fire at 5295 Brockport Spencerport rd. Assistant Chief Leggett did a great job with command.

I will be appointing Jim Juby as LT tomorrow evening. If someone could get the paperwork that he will need to sign.

Any questions feel free to call or email me

Respectfully Submitted,

Chief Jose Medina



Brockport Fire District

38 Market Street • P. O. Box 131

Brockport, NY 14420

Chief: Jose Medina

Deputy Chief: Tim Smith

Assistant Chief: Adam Leggett

Assistant Chiefs Report

Date: 2/20/23

Apparatus Maintenance: Per Mike Henry's report

Current issues with equipment:

- P-235 -
 - Need to repair issues with front suction pipe replacement, gauge replacements next year
 - Cab lift not working, oil leaked. Scheduling after P234 repair done with Jim Service.
 - ABS lights on at the call 2/19.
- Q-230 -
 - ladder lights need more extensive testing and will need to be done at the shop at CFE during PM
 - Small drips from under pump while running
 - Going out for inspection tuesday 2/28
 - Planning to be sent for annual PM after Murray 40 fully back in service(mid March)
- R-238 -
 - Lens Officers side white marker light. -part reordered
 - Out for Paint Warranty Work expected by in 3 to 4 weeks.
- P-234
 - Cab Lift Cylinder is leaking oil - cylinder removed and being rebuilt expected delivery in 3 weeks. at Jim's Service
 - Low Air Pressure Buzzer are not working - problem has cleared
 - Driver Seat losing air - Air bag for seat is on order expected to be delivered in 3 weeks, Jim's Service
 - Issue with Turn signals on dashboard and mirrors both sides blink when turning. Signals on front and rear of



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apparatus work correctly. Was working when checked. Tech ordered a new signal multifunction switch for steering column which is very loose and is most likely the cause of this intermittent issue.

- Tail light on Officers side needs a new bulb, dim on marker light, works fine on brakes. - New light is on order.
- 2 1/2" hose (Two 100 ft. lengths) Fell off Pumper 233 going to CFE for inspection (completed and returned)
- S-2337 DO Car - going to Northside for oil change on Tuesday 2/14
- S-2357 Fire Police Vehicle - Needs Inspection going to Northside Friday 2/10

It has been discovered that per the NFPA standards the trucks are supposed to have tire replacements every 7 years and not the 10 that it was believed to be. This will mean that 234, 235, and 236 will be due this year for replacement.

Equipment:

Boat motor-

We have received the new motor and it has been charged and placed on the rack next to the gas outboard. We will be training with it as the warm weather comes and the canal refills.

Hoses-

The hose committee 2.0 has met with Todd Wainwright from CFE. He will be looking into the ability to use Sourcewell for purchasing like we do with the apparatus. He is also getting quotes from Snaptite. There is likely to be an April 1 price increase. We are putting together the exact numbers of each color, and nozzle types we need. The specific hose we are looking at is the Gladiator line from Snaptite. It has a Nitrile through the weave liner that reduces friction loss and kinking. It is far superior to the hose we have now which all has an inner liner that is adhered to the jacket which can separate and become less smooth causing more friction loss.



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2.5" Demo hose will be sent to CFE to be made into the 50 ft lengths. Todd will have as many lengths completed as they have couplings in stock as soon as the hose gets to them. The rest will depend on how long it takes to get couplings.

Hose testing-

Mike Henry has received the contract for hose testing from First Due Services LLC for 2023 and is working to schedule the dates for testing.

Turnout gear-

We have taken delivery of the 9 sets that were ordered last year. The quartermaster has been reaching out to those who were in that order to come and get issued the new gear.

Gear testing is in progress each week. I will be working with the quartermaster's office to inventory and plan for a new order of turnout gear.

Personnel:

The Recruitment and Retention committee will be meeting on the second Monday each month.

The next two raffles are in the planning phase for the spring time and over the summer to additionally fund the recruitment and retention efforts.

We have been reaching out to the Marketing dept at SUNY Brockport to see if we could get them to assist with a marketing campaign for us. The thought was to have a contest where their students would submit ads to us that they create for a prize. We could then use those ads as we wished for recruitment.

Current Personnel Status

Officers -7, Interior Firefighters-20*, Exterior Firefighters- 3, Recruits/Probies -3

*due to some of them living out of district or have not been active.



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**Brockport Fire
District**

Deb Bax <dbax@brockportfire.org>

Maintenance Status 02/20/2023

1 message

Michael Henry <mhenry@brockportfire.org>

Mon, Feb 20, 2023 at 10:28 AM

To: Active Members <active@brockportfire.org>, Commissioners <Commissioners@brockportfire.org>, Debra Kuhn <dkuhn@brockportfire.org>

This may change for P235 issues at Jim's later today.

Current issues with equipment:

- **P-235** -
 - Need to repair issues with front suction pipe replacement, gauge replacements next year
 - ABS and Low Coolant alarms in. Voltage meter on dash not working. At Jim's on 2/20
 - TFT (Jaffrey valve) leaking at threads may need a gasket.
- **Q-230** -
 - Seat Belt alarm for driver seat, possible sensor\switch issue. CFE to look at 2/21
 - Going out on Wednesday 2/22 to Jim's Service for Annual Chassis PM and NYS Inspection
 - Churchville Fire Equipment work
 - Annual Pump and Truck PM in March
 - ladder lights need more extensive testing and will need to be done at the shop at CFE during Fire Portion PM in March
 - Small drips from under pump while running
- **R-238** -
 - Lens Officers side white marker light. -part reordered
 - Out for Paint Warranty Work expected by in 3 to 4 weeks.
- **P-234**
 - Working with Jim's Service on:
 - Cab Lift Cylinder is leaking oil - cylinder removed and being rebuilt expected delivery in 2 weeks, at Jim's Service
 - Driver Seat losing air - Air bag for seat is on order expected to be delivered in 2 weeks, Jim's Service
 - Jake Break - vibration at end of Jake Brake suction, possible exhaust flapper valve
 - Squeal on acceleration and deceleration from belts
 - Working with Churchville Fire Equipment on:

- Issue with Turn signals on dashboard and mirrors both sides blink when turning. Signals on front and rear of apparatus work correctly. Was working when checked. Tech ordered a new signal multifunction switch for steering column which is very loose and is most likely the cause of this intermittent issue.
 - Tail light on Officers side needs a new bulb, dim on marker light, works fine on brakes. - New light is on order.
- **4 inch 100 ft. hose** out for inspection at CFE, after being run over at Brockport Spencerport Road call on 2/16 by someone in a hurry.

Completed

- **S-2337 DO Car** - oil change done
- **S-2357 Fire Police Vehicle** - inspection done
- **P-235** - Cab lift not working, oil leaked. Cab lift works fine. Issue found to be loose clamp on power steering hose.
- **2 1/2" hose** (Two 100 ft. lengths) Fell off Pumper 233 passed inspection.
- **R-2328** battery alarm comes in when idling. Found loose battery cable remounted cables to terminals. Fixed in house.

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
- P-233 - Paint issue front by officers side of windshield working with Churchville on Warranty Paint repair

Mike Henry

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

Brockport Fire District Statement of Financial Position by Fund
February 28, 2023

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>	<u>Comments</u>
Assets				
General Cash				
AA.0200.000.000 Cash, 5-Star	585,788.82	1,504,950.76	(919,161.94)	
AA.0201.000.000 Cash In Time Deposits, General Fund, 5-Star	124,023.68	311,157.23	(187,133.55)	
AA.0201.001.000 Cash in Time Deposits, Gifts & Donations, 5-Star	0.00	2.63	(2.63)	Transferred to NYCLASS
AA.0201.003.000 Cash in Time Deposits, Gifts & Donations, NYClass	61,311.19	69,705.74	(8,394.55)	
	771,123.69	1,885,816.36	(1,114,692.67)	
Reserves				
AA.0230.001.000 Cash Spec Reserve, Command Vehicles, 5-Star	48,663.27	38,721.16	9,942.11	
AA.0230.002.000 Cash Special Reserve, Vehicle & Equip, 5-Star	0.00	1.10	(1.10)	Transferred to NYCLASS
AA.0230.005.000 Cash Special Reserve, Communication Equip, 5-Star	45,395.97	101,503.88	(56,107.91)	
AA.0230.006.000 Cash Special Reserve, Repair, 5-Star	50,179.52	50,140.94	38.58	
AA.0230.007.000 Cash Special Reserve, Misc, 5-Star	12,013.21	50,002.52	(37,989.31)	
AA.0232.001.000 Cash Reserve, Buildings & Facilities (0001), NYClass	998,061.78	531,056.57	467,005.21	
AA.0232.002.000 Cash Reserves, Vehicle & Equip (0002), NYClass	537,482.62	45,386.64	492,095.98	
	1,691,796.37	816,812.81	874,983.56	
Other Assets				
	0.00	0.00	0.00	
Total Assets	2,462,920.06	2,702,629.17	(239,709.11)	
Liabilities and Net Assets				
Liabilities				
AA.0600.000.000 Accounts Payable	18,505.94	0.00	18,505.94	
Total Liabilities	18,505.94	0.00	18,505.94	
Net Assets				
AA.0878.000.000 Capital Reserve	1,119,021.67	1,119,021.67	0.00	Offset to prepaid expenses
AA.0913.000.000 Committed Fund Balance	9,830.78	9,830.78	0.00	Capital Reserve amount at the end of the prior year
AA.0917.000.000 Unassigned Fund Balance	696,997.73	696,997.73	0.00	Fund balance at the end of the prior year (adjustments made)
Fund Balance - Current Year	618,563.94	876,778.99	(258,215.05)	Net Revenue for the current year
Total Net Assets	2,444,414.12	2,702,629.17	(258,215.05)	
Total Liabilities and Net Assets	2,462,920.06	2,702,629.17	(239,709.11)	

This section will not be correct until the 2022 adjustments are completed

Brockport Fire District - Statement of Activity - MTD and YTD by Classification
February 28, 2023

	<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>2 months</u> <u>is 16.6%</u>	<u>Comments</u>
Revenues						
AA.1001.000.000 Real Property Taxes	502,534.00	502,534.00	1,416,179.00	(913,645.00)	(35.49)	Clarkson Payment Received
AA.1081.000.000 Other Payments In Lieu of Taxes	0.00	0.00	921.00	(921.00)	0.00	
AA.2401.000.000 Interest And Earnings	0.00	5,565.17	0.00	5,565.17	0.00	
Total Revenues	502,534.00	508,099.17	1,417,100.00	(909,000.83)	(35.85)	
Personnel Expenses						
AA.3405.100.000 Treasurer	632.19	1,171.13	11,686.38	10,515.25	10.02	
AA.3410.100.000 Secretary	1,123.68	2,247.36	14,608.49	12,361.13	15.38	
AA.3415.100.000 Event Reporting/Administrative	1,546.91	3,296.02	33,243.25	29,947.23	9.91	
AA.3420.100.000 Custodial	1,341.42	2,579.32	16,984.70	14,405.38	15.19	
Total Personnel Expenses	4,644.20	9,293.83	76,522.82	67,228.99	12.15	
Contractual Expenses						
AA.1950.400.000 Taxes Assessments Municipal Properties	0.00	873.36	500.00	(373.36)	174.67	Budget Spread
AA.3505.400.000 Office Supplies, Postage	958.11	1,282.65	5,000.00	3,717.35	25.65	Needed items
AA.3510.400.000 Travel Expense	0.00	125.00	500.00	375.00	25.00	Budget spread
AA.3515.400.000 Association Dues	540.00	752.00	2,000.00	1,248.00	37.60	Budget spread
AA.3525.400.000 Office Equipment non-Capital, Contr Exp	198.99	198.99	5,000.00	4,801.01	3.98	
AA.3530.400.000 Election Expenses	0.00	0.00	500.00	500.00	0.00	
AA.3535.400.000 Software	7,150.44	7,300.34	22,000.00	14,699.66	33.18	Budget spread
AA.3540.400.000 Public Drill, Parades, Inspect	0.00	0.00	9,000.00	9,000.00	0.00	
AA.3605.400.000 Accountants	1,226.67	2,453.34	20,500.00	18,046.66	11.97	
AA.3610.400.000 Legal	0.00	4,243.75	10,000.00	5,756.25	42.44	Payment 2022
AA.3615.400.000 Medical (Physicals)	0.00	0.00	15,000.00	15,000.00	0.00	
AA.3620.400.000 IT Services	8,250.00	15,750.00	99,000.00	83,250.00	15.91	
AA.3625.400.000 A&E Consulting	0.00	0.00	25,000.00	25,000.00	0.00	
AA.3626.400.000 Marketing Consultants	10,125.00	10,125.00	13,000.00	2,875.00	77.88	GG Payment 2022
AA.3630.400.000 Legal Notices	189.15	(3,904.86)	1,000.00	4,904.86	(390.49)	Incorrect coding moved to Legal Services
AA.3635.400.000 Office & Comp Equip Maint Lease	178.20	355.57	2,500.00	2,144.43	14.22	
AA.3640.400.000 Insurance	0.00	0.00	45,000.00	45,000.00	0.00	
AA.3705.400.000 Electric	0.00	0.00	17,000.00	17,000.00	0.00	
AA.3710.400.000 Gas	3,082.84	7,487.12	16,000.00	8,512.88	46.79	Budget spread for winter use
AA.3715.400.000 Water	451.45	1,083.22	4,000.00	2,916.78	27.08	Higher expenses Village using water
AA.3720.400.000 Repairs & Maintenance	2,001.90	2,405.15	30,000.00	27,594.85	8.02	

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February 28, 2023

	<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>2 months</u> <u>is 16.6%</u>	<u>Comments</u>
AA.3725.400.000 Maintenance Supplies	213.66	213.66	4,000.00	3,786.34	5.34	
AA.3735.400.000 Alarm/Access Systems	0.00	0.00	7,000.00	7,000.00	0.00	
AA.3740.400.000 Telephone	1,334.94	2,876.90	16,740.00	13,863.10	17.19	Expenses over
AA.3745.400.000 Web Site, Internet Access, Cable	677.98	903.02	19,000.00	18,096.98	4.75	
AA.3750.400.000 Trash Removal	207.22	513.59	2,400.00	1,886.41	21.40	Costs will decrease due to Sta 3
AA.3805.400.000 Radios & Pagers	0.00	0.00	2,000.00	2,000.00	0.00	
AA.3810.400.000 Hoses (Maint/Test)	0.00	0.00	6,000.00	6,000.00	0.00	
AA.3820.400.000 Firefighter Equip non-Capital	463.56	5,366.50	44,000.00	38,633.50	12.20	
AA.3821.400.000 Firefighter Equipment Maintenance	6,200.75	6,200.75	44,000.00	37,799.25	14.09	
AA.3825.400.000 EMS Supplies	36.00	3,058.00	2,500.00	(558.00)	122.32	Over budget expenses PADZ Electrodes
AA.3830.400.000 Uniforms	0.00	0.00	4,000.00	4,000.00	0.00	
AA.3835.400.000 Fire Police	0.00	0.00	4,000.00	4,000.00	0.00	
AA.3840.400.000 Explorers	0.00	0.00	12,500.00	12,500.00	0.00	
AA.3910.400.000 P235 (3921)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3915.400.000 P233 (1151)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3920.400.000 P234 (4651)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3925.400.000 R238 (2146)	376.51	376.51	5,000.00	4,623.49	7.53	
AA.3930.400.000 V2317 BFD7 (2364)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3935.400.000 SQ2327 (2161)	2,520.60	2,520.60	5,000.00	2,479.40	50.41	Repairs Needed
AA.3940.400.000 BFD1 (7837)	313.42	408.32	5,000.00	4,591.68	8.17	
AA.3945.400.000 BFD2 (2281)	64.95	64.95	5,000.00	4,935.05	1.30	
AA.3950.400.000 BFD5 (8154)	64.95	64.95	5,000.00	4,935.05	1.30	
AA.3955.400.000 DOV2337 (2586)	466.56	466.56	5,000.00	4,533.44	9.33	
AA.3960.400.000 Multivehicle	48.72	48.72	1,500.00	1,451.28	3.25	
AA.3965.400.000 Q230 (0744)	0.00	0.00	10,000.00	10,000.00	0.00	
AA.3971.400.000 BFD6 Utility/Squad (1497)	0.00	0.00	3,921.00	3,921.00	0.00	
AA.3975.400.000 T236 (3541)	2,650.72	2,670.72	5,000.00	2,329.28	53.41	Repairs Needed
AA.3980.400.000 BFD3 (7425)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3981.400.000 BFD4 (7145)	74.95	74.95	5,000.00	4,925.05	1.50	
AA.3985.400.000 Fuel and Oil	0.00	2,300.32	20,000.00	17,699.68	11.50	
AA.4205.400.000 Personnel Rehab Supplies/Equip	932.04	1,595.67	5,000.00	3,404.33	31.91	Items needed
AA.4305.400.000 Public Education	0.00	0.00	2,000.00	2,000.00	0.00	
AA.4310.400.000 Training	155.00	155.00	16,000.00	15,845.00	0.97	
Total Contractual Expenses	51,155.28	80,410.32	634,061.00	553,650.68	12.68	

Brockport Fire District - Statement of Activity - MTD and YTD by Classification
February 28, 2023

	<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>2 months</u> <u>is 16.6%</u>	<u>Comments</u>
Employee Benefits Expenses						
AA.9030.800.000 Social Security	355.30	710.98	5,300.00	4,589.02	13.41	
AA.9040.800.000 Workers Compensation and VFBL	0.00	0.00	100,000.00	100,000.00	0.00	
AA.9050.800.000 Unemployment Insurance	153.25	306.67	2,000.00	1,693.33	15.33	
AA.9055.800.000 Disability Insurance	(11.48)	(23.54)	350.00	373.54	(6.73)	
AA.9089.800.000 EAP/D&D/CANCER	195.75	8,362.50	26,000.00	17,637.50	32.16	Cancer Insurance - Budget Spread
Total Employee Benefits Expenses	692.82	9,356.61	133,650.00	124,293.39	7.00	
Capital Expenses						
AA.3525.200.000 Office Equipment, Cap Equip Outlay	0.00	0.00	34,400.00	34,400.00	0.00	
AA.4007.200.000 Fire Equipment, Capital	0.00	0.00	200,000.00	200,000.00	0.00	
AA.4020.200.000 Command Vehicles - Capital	0.00	0.00	55,000.00	55,000.00	0.00	
AA.4025.200.000 Turnout Gear - Capital	0.00	0.00	35,000.00	35,000.00	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	0.00	300,000.00	300,000.00	0.00	
AA.4110.200.000 Station 2 - Lake Road	0.00	0.00	65,000.00	65,000.00	0.00	
AA.4115.200.000 Station 3 - West Ave	0.00	0.00	32,000.00	32,000.00	0.00	
AA.4120.200.000 Station 5 - Owens Road	0.00	0.00	115,000.00	115,000.00	0.00	
Total Capital Expenses	0.00	0.00	851,400.00	851,400.00	0.00	
Operating Expenses	56,492.3	99,060.8	844,233.8			
Plus Encumbrances		13,759.00				
Total Operating		112,819.76	844,233.82	731,414.06	13.36%	
Capital Expenses	0.00	0.00	851,400.00			
Plus Capital Expense Encumbrance		0.00				
Total Capital Expense	0.00	11,715.00	851,400.00	839,685.00	1.38%	
Total Expenses		124,534.76	1,695,633.82	1,571,099.06	7.34%	

**Brockport Fire District
 Encumbrance Worksheet 2023
 Requisitions and Approvals not Posted to Expenses
 Feb-23**

Date	Vendor	Requestor	Item	Cost
12/8/2022	Zoll	Henry	CPR PADZ	2,736.00
12/5/2022	Skywave	Medina	Radio Firmware Upgrades	4,699.00
2/1/2023	Fire Service Safety Test	Henry	Lanyard Model 827	760.00
1/24/2023	Great Lakes Diesel	Henry	Boat Motor and Bag	3,084.00
1/24/2023	Churchville Fire	Henry	Jumbo Siamese Storz	1,195.00
1/24/2023	Churchville Fire	Henry	WYE long handle Swivel	1,285.00
Total				13,759.00

Encumbrances Capital				
1/24/2023	Churchville Fire Equip	Henry	Hose	7,865.00
1/16/2023	EV Warning	Medina	Lighting	3,850.00
Total				11,715.00

Brockport Fire District Abstract of Audited Vouchers from 2/07/2023 to 2/20/2023

Claimant	Invoice Date	Invoice	Voucher # Description	Distribution Acct	A/P Owed	Check #	Chk Date
Voucher Type: Online							
NAPA Auto Parts	1/02/2023	6976-040284	5,288 Battery	AA.3940.400.000	313.42		
	1/26/2023	6976-041966	Blue DEF	AA.3960.400.000	48.72		
NAPA Auto Parts Total					<u>362.14</u>		
Total for Voucher Type: Online					362.14 ✓		
Voucher Type: Payroll							
ADP	2/11/2023	PR 02.17	5,306 02/17 Payroll	AA.3405.100.000	326.29		
	2/11/2023	PR 02.17	02/17 Payroll	AA.3410.100.000	561.84		
	2/11/2023	PR 02.17	02/17 Payroll	AA.3415.100.000	856.23		
	2/11/2023	PR 02.17	02/17 Payroll	AA.3420.100.000	679.20		
	2/11/2023	PR 02.17	02/17 Payroll	AA.9030.800.000	185.41		
	2/11/2023	PR 02.17	02/17 Payroll	AA.9050.800.000	79.98		
	2/11/2023	PR 02.17	02/17 Payroll	AA.9055.800.000	-5.74		
ADP Total					<u>2,683.21</u>		
Total for Voucher Type: Payroll					2,683.21 ✓		
Voucher Type: Prepaid							
Advance Auto Parts	1/12/2023	6961301232886	5,286 RX Weather Armor	AA.3820.400.000	34.82		
Advance Auto Parts Total					<u>34.82</u>		
Casella Waste Services	2/01/2023	1103139	5,278 Trash Removal Station 1	AA.3750.400.000	199.24	ACH	2/13/2023
	2/01/2023	1103140	Trash removal Station 3	AA.3750.400.000	7.98	ACH	2/13/2023
Casella Waste Services Total					<u>207.22</u>		
Frontier Communication	2/01/2023	585-637-1017	5,274 Telephone Feb 23	AA.3740.400.000	235.28	ACH	2/09/2023
	2/01/2023	585-637-1034	Telephone Feb 2023	AA.3740.400.000	51.95	ACH	2/09/2023
	2/01/2023	585-637-1049	Telephone Feb 2023	AA.3740.400.000	124.28	ACH	2/09/2023
	2/01/2023	585-637-1052	Telephone Feb 2023	AA.3740.400.000	93.20	ACH	2/09/2023
	2/01/2023	585-637-3359	Telephone Feb 2023	AA.3740.400.000	96.98	ACH	2/09/2023
Frontier Communication Total					<u>601.69</u>		
RG&E	2/09/2023	2002-3355-124	5,280 Gas Jan Feb 2023 Station 3	AA.3710.400.000	355.32	ACH	2/15/2023
	2/10/2023	2002-3355-132	Gas Jan Feb 2023 Station 1	AA.3710.400.000	2,263.77	ACH	2/15/2023
	2/10/2023	2002-3361-049	Gas Jan Feb 2023 Station 2	AA.3710.400.000	278.83	ACH	2/15/2023
	2/10/2023	2002-4885-368	Gas Jan Feb 2023 Station 5	AA.3710.400.000	184.92	ACH	2/15/2023
RG&E Total					<u>3,082.84</u>		

Brockport Fire District Abstract of Audited Vouchers from 2/07/2023 to 2/20/2023

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date
Verizon Wireless	1/23/2023	9926088955	5,271	Telephone Dec Jan 23	AA.3740.400.000	649.83	ACH	2/09/2023
Verizon Wireless Total						649.83		
Total for Voucher Type: Prepaid						4,576.40		
Voucher Type: Regular								
Board of Water Commissioners			5,298					
2/01/2023	OM2-400011 01			Station #3 water usage	AA.3715.400.000	23.45		
2/01/2023	OM2-400013 01			Station #1 water usage	AA.3715.400.000	380.08		
2/01/2023	OM2-400016 01			Station #5 water usage	AA.3715.400.000	47.92		
Board of Water Commissioners Total						451.45		
Churchville Fire Equipment			5,293					
1/28/2023	203277			Annual Service	AA.3975.400.000	1,802.34		
Churchville Fire Equipment Total						1,802.34		
Crystal Rock Water			5,289					
2/11/2023	21179939 021123			Bottled water	AA.4205.400.000	242.74		
Crystal Rock Water Total						242.74		
Gartland Technologies, LLC			5,303					
2/01/2023	1603			Monthly support contract - February 2023	AA.3620.400.000	8,250.00		
2/11/2023	1609			Replacement batter for UPS; NAS power supply	AA.3525.400.000	198.99		
Gartland Technologies, LLC Total						8,448.99		
Int'l Assoc of Fire Chiefs			5,291					
2/01/2023	000253559			Membership 2023	AA.3515.400.000	245.00		
Int'l Assoc of Fire Chiefs Total						245.00		
Jim's Service			5,296					
1/30/2023	31962			Oil change on T236	AA.3975.400.000	848.38		
Jim's Service Total						848.38		
Landpro Equipment			5,292					
2/02/2003	622703			Chainsaw repair	AA.3820.400.000	152.47		
Landpro Equipment Total						152.47		
Northside Service Center			5,294					
2/01/2001	128398			Oil change - 2020 Chevy Tahoe	AA.3950.400.000	64.95		
2/14/2023	128497			Oil change - 2017 Chevy Tahoe	AA.3945.400.000	64.95		
Northside Service Center Total						129.90		
Town of Sweden			5,304					
2/03/2023	SWEDDOT23-01			Work at West Ave Fire Station	AA.3720.400.000	1,051.90		
Town of Sweden Total						1,051.90		

Brockport Fire District Abstract of Audited Vouchers from 2/07/2023 to 2/20/2023

Claimant

Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date
2/01/2023	69099925	5,302	Bathrooms backed up	AA.3720.400.000	950.00 ✓		
Triple-O Mechanical Total					950.00		
2/03/2023	203443	5,295	Advanced cleaning	AA.3821.400.000	1,430.00 ✓		
Turnout Express Total					1,430.00		
2/09/2023		5,277	Fire Police Training Drake, DeLong, Hoy, Weist	AA.4310.400.000	155.00 ✓	0006157	2/15/2023
Volunteer Fire Police of NYS Total					155.00		
1/29/2023	129388	5,301	Legal Notice - Resolution 2023-20 Sale of Ford	AA.3630.400.000	90.90 ✓		
Westside News, Inc. Total					90.90		
Total for Voucher Type: Regular					15,999.07		

Total:

Payroll Vouchers	2,683.21
Total	20,937.61
	<u>23,620.82</u>

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:

General	20,937.61
Payroll	2,683.21
Total	<u>23,620.82</u>

Date

Debra Bax, Secretary Brockport Fire District