

Brockport Fire District Commissioners
Regular Meeting
May 2, 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, Assistant Chief Tim Smith; Attorney Ray DiRaddo

Others Present: Alex Cervini, John Rombaut, Ron Sabernick

Excused: Deputy Chief Jose Medina

Meeting called to order by Commissioner Connors at 6:30 PM

Pledge Moment of Silence

Approval of April 18, 2022 Regular Meeting Minutes

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

BVFA

Vice President Sabernick

- The banquet was awesome, just waiting for a bill.
- Next year's banquet was booked for Saturday, 4/15/2023
- Spoke with Greg Gartland regarding setting up a TV where the current picture board is to display messages and information from RedNMX. Wants to preserve the picture board case that is already in place.

Chief's Report

- Reviewed submitted report.
- The UTV is requested for use at the Golf Tournament on Monday, 5/16/2022.
- The county may need to use the van to transport members of the fallen firefighters' families around town May 17 – 20, 2022.
- Chief Wainwright indicated that batteries for the portable radios will need to be purchased since they were taken out of sleep mode when set up for charging and the batteries are quickly dying when used. Need to purchase 10 each for the 6000 radio model and 5 each for the 8000 radio model.

Motion by Commissioner Hammel seconded by Commissioner Georgiev to accept the Chiefs' reports.

5 Yes 0 No

Deputy Chief's Report

- Reviewed submitted report.

Assistant Chief's Report

- Reviewed submitted report.

- Received a quote from Peck Collision for painting the damage on 238.
Motion by Commissioner Bird seconded by Commissioner Georgiev to approve in the amount of \$1,200. **5 Yes 0 No**
- Placed a call to EV Warning Systems for the lighting for the new Assistant Chief's vehicle.
- Need to replace a gas meter. One that was sent out is not repairable. Will get a quote and purchase requisition for a new gas meter at a cost of \$2,052.

Motion by Commissioner Hammel seconded by Commissioner Georgiev to accept the Chiefs' reports.
5 Yes 0 No

Treasurer's Report

- Reviewed Account Detail Report and Expenses from Reserve Accounts report.

RESOLUTION 2022-33 Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer \$17,115.58 for regular bills and \$2,169.82 for payroll from the General Fund and deposit all into the General Checking account for a total of \$19,285.40.

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

5 Yes 0 No

Secretary's Report

- Physicals 2022 are scheduled for Thursday, May 19, 2022 and Saturday, May 21, 2022 at Station 1.
- Harassment Training 2022 is completed.
- FOIL Request was received and unreadable, so an email was sent for clarification before the request is processed.
- Phone Project is almost completed. Still need to meet with Steve from Upstate Communications and Greg Gartland to assign the 10 DID (Direct Inward Dial) numbers. Any of the old phones that have paging on them can be left since they can page through the building. The paging on the new phones is only phone to phone and not through the entire building. We will be using eFax since we did get rid of the fax lines.
- Policies – will be moving to the next policies for review.
- IT Projects – revamp the FOB System and Inventory, complete Line Office for Storm Mode, purchase new computers by the end of 2025.

Treasurer Kuhn reviewed the budget for truck repairs. Out of the \$60,000 budget line, \$54,576 has been expended so there is money for the \$1,200 for the paint repair to 238. Discussion whether it is possible to let the PM's wait until after the first of the year. Also, when Churchville Fire Equipment comes to our facilities to do truck maintenance, they charge \$125 for travel time. This needs to be spelled out in the contract.

New/Old Business

- Painting the cinder blocks at Station 3. Commissioner Bird has a quote for \$2,500 and will obtain 2 more quotes.
- Treasurer Kuhn inquired if the concrete pad is going to be completed at Station 5 as there is \$60,000 allocated in the Building and Facilities Capital Reserve Fund available for this project. Size of the concrete pad is 60 x 70 and must be by the bid process. May need MRB or LaBella to work on this project. Attorney DiRaddo indicated that we need a contractor to come tell us exactly what they are going to do.
- Roof at Station 3 needs replaced. Need to have the ceiling opened up to see how it looks and have 3 roofers come in and give us quotes specifically on what they would be doing.

Commissioner Reports

Commissioner Bird

- Station 1, asbestos abatement of the fittings on the hot water heater will be completed on May 9, 2022 and then Triple O will remove the hot water heater.
- The counter in the Commission office will be replaced. Lowes will come in and measure the area on May 17, 2022.
- Purchased a reconditioned Craftsman mower at a cost of \$740 for Station 5.

Commissioner Hammel – nothing

Commissioner Georgiev – nothing

Commissioner Bax – nothing

Commissioner Connors – nothing

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

Meeting adjourned at 7:26 pm.

Respectfully submitted,




Debra L. Bax, Secretary

Brockport Fire District

Board of Fire Commissioners

Brockport Fire District
Regular Meeting
May 2, 2022 – 6:30 pm.
Brockport Station #3
191 West Avenue, Brockport NY 14420

Sign-In Sheet

| PRINTED NAME | SIGNATURE |
|---------------|--|
| Alex Cervini |  |
| John Rombaut |  |
| Ron Sabernich |  |
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Brockport Fire District Meeting Agenda

May 2, 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. Approval of Minutes from the Regular Meeting of April 18.*
4. BVFA representative
5. Chief's Reports *
6. Treasurer's Report:
 - Semi-Monthly Report*
 - Payment of Bills *
7. Secretary's Report:
 - Physicals 2022
 - Harassment Training 2022
 - FOIL request
 - Phone Project
 - Policies
 - IT Projects
8. New/Old Business:
 - Painting at West Avenue
 - Quote from Peck Collision for 238
9. Attorney Ray DiRaddo
10. Commissioners Reports
11. Executive Session – No
12. 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 Scott Wainwright
Deputy Chief Jose Medina
Assistant Chief Tim Smith

Fire Chief's report May 2, 2022

Fire Calls:

Year to Date Fire Calls: 1/1/22 – 4/30/22: 386
Fire Calls for April: 4/1/22 – 4/30/22: 74 (Unofficial)
Prev. year comparison: 2021 2022 2021 2022

| | | | | |
|--------|-----|-----|-------|-----|
| JAN: | 68 | 84 | JULY: | 99 |
| FEB: | 80 | 95 | AUG: | 95 |
| MARCH: | 100 | 135 | SEPT: | 92 |
| APRIL: | 92 | 74 | OCT: | 115 |
| MAY: | 97 | | NOV: | 91 |
| JUNE: | 89 | | DEC: | 169 |

Number of calls per category for the month:

| | |
|---------------------|----|
| EMS: | 16 |
| MVC: | 11 |
| STRUCT A: | 1 |
| STRUCT B: | 1 |
| CO/FUMES: | 11 |
| AUTO ALARMS: | 9 |
| M/A GIVEN: | 4 |
| SERVICE CALLS: | 12 |
| RECREATIONAL FIRES: | 5 |

Missing Fire Reports: 9

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

DISTRICT DETAILS:

- The UTV has been requested for use at the golf tournament on Monday May 16th only. I'm now in need of a driver for the UTV. The UTV needs to be at Deerfield at 08:30.
- The county still might need to use the van to transport members of fallen firefighters families around town the week of May 17th – May 20th. I'm in need of a driver for the van.
- Ring of lights for National Correctional Officers week. Cobbs Hill Reservoir on May 19, 2022 20:45-21:37. If anyone wants to take a truck or District vehicle to this event please let me know.

- I was asked if we could bring a firetruck to a little girls birthday party on Saturday May 7th at the Clarkson Park around 14:00-14:30. Asst Chief Smith will be handling this detail.

General information:

- We will be rotating engines around Tuesday night May 3rd – August 31st.
234 to St1
233 to St2
235 to St 3
- Once again the Chief's office wants to thank all the firefighters, fire police and support personnel that showed up for the working house fire on Thursday April 28th on Ladue Rd. Nice job by all especially Captain Brian Smith, Captain Adam Leggett, Fire Police Captain Cheryl Weist and Lieutenant Alex Cervini for handling the job from command to extinguishment to making sure all went home to their families safe. NICE JOB!

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

May 2nd 2022

May training

5/3 Meeting

5/10 hands on extrication

5/17 hands on extrication

5/24 Ladders

5/31 pumping and hand lines

I want to thank everyone for getting their mandatory's done. 236 will be going to Spencerport for a drill, past chief Henry and Capt. S Smith are taking the tanker for that. Firefighter Steves is taking 230 to a firefighter two class for one of our guys in the class. 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 question, feel free to reach out.

Any questions feel free to call or email me

Respectfully Submitted,

Deputy Chief Jose Medina

May

2022

Training

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|------------------------------------|-----------|----------|--------|----------|
| 1 | 2 | 3 Meeting | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 Hands on auto extrication | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 Hands on auto extrication | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 Ladders | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 Pumping/ hand lines | | | | |
| | | | | | | |



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

5/2/22

- 235 is still out waiting for parts to see if a new ECM will fix the issue
- We have a quote from Peck Collision for the repair of the paint, total is \$1,200.00
- 230 was out of service for a day due to an issue with the brakes, it went to Churchville where they found no issue and said everything was fine and put back in service
- I have a call into Ryan to see if he can start working on the new truck before the cap comes in so that we can get started on it and get it in service sooner
- We will be taking a fire truck down to Harper park from station 2 for a birthday party. Should only be about an hour and will be in service
- Any people that are involved in recruitment and retention I would like to meet with, including people involved with the application process, please see me or send me a time that we can all get together to meet
- Reminder that Low Bridge High Water is June 11th 10-2. In this week's newspaper it says that we are going to be doing water rescue demonstrations along with MCSO. I would like for some people to come over to the Welcome Center and have the boat in the water, I will have a sign-up sheet for it available at the watch desk.
- We are signed up for a booth at the Arts Festival, we will be able to crew a truck and park it right near the booth, anyone that is available to stop and help will be appreciated. A sign-up sheet will be posted when we get a little closer to the event
- Please continue to use the chain of command for any issues involving the trucks or personnel
- Thank you again for all the help and hard work that is being put in by everyone

PECK COLLISION
 5408 RIDGE ROAD WEST
 SPENCERPORT, NY 14559
 PHONE #(585) 352-3989 FAX #(585) 352-4644
 FACILITY # 7036752

*** PRELIMINARY ESTIMATE ***

04/12/2022 08:49 AM

Owner

Owner: BROCKPORT FIRE DEPT.

Inspection

Inspection Date: 04/12/2022 08:50 AM

Inspection Type:

Repairer

Repairer: PECK COLLISION
 Address: 5408 RIDGE ROAD WEST

Contact: PETE
 Work/Day: (585)352-3989
 Home/Evening: (585)352-4644
 FAX:
 Regulation ID: 7114833

City State Zip: SPENCERPORT, NY 14559
 License # :

Vehicle

Heavy Duty Truck - FIRE TRUCK

Lic Expire:
 Veh Insp# :
 Condition:
 Ext. Refinish: Two-Stage

VIN: None
 Mileage Type: Actual
 Code: T999Z8
 Int. Refinish: Two-Stage

Options

Damages

| Line | Op | Guide | MC | Description | MFR.Part No. | Price | ADJ% | B% | Hours | R |
|------|----|-------|----|----------------------|---------------|-------------|------|----|-------|-----|
| 1 | I | | | R SIDE UPPER | Sublet Repair | \$1,000.00* | | | | SM* |
| 2 | I | | | R LOWER RAIL | Repair | | | | | SM* |
| 3 | I | | | R LOWER RAIL REPLACE | Sublet Repair | \$200.00* | | | | SM* |
| 3 | | Items | | | | | | | | |

Estimate Total & Entries

| Labor | Rate | Replace Hrs | Repair Hrs | Total Hrs |
|------------------|---------|-------------|------------|-----------|
| Sheet Metal (SM) | \$54.00 | | | |
| Mech/Elec (ME) | \$85.00 | | | |

Frame (FR) \$60.00
Refinish (RF) \$54.00

Sublet Repairs \$1,200.00
Gross Total \$1,200.00
Net Total \$1,200.00

Alternate Parts C/00/00/00/00/00 Cumulative 00/00/00/00/00 Zip Code: 14559 Audatex Host
Rate Name Default

Audatex Estimating 10.14.99 ES 04/12/2022 08:53 AM REL 10.14.99 DT 03/01/2022 DB 04/08/2022
State Disclosure:NY
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ANY PERSON WHO KNOWINGLY MAKES OR KNOWINGLY ASSISTS, ABETS, SOLICITS OR CONSPIRES WITH ANOTHER TO MAKE A FALSE REPORT OF THE THEFT, DESTRUCTION, DAMAGE OR CONVERSION OF ANY MOTOR VEHICLE TO A LAW ENFORCEMENT AGENCY, THE DEPARTMENT OF MOTOR VEHICLES OR AN INSURANCE COMPANY, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE VALUE OF THE SUBJECT MOTOR VEHICLE OR STATED CLAIM FOR EACH VIOLATION.

PURSUANT TO SECTION 2610 OF THE INSURANCE LAW, AN INSURANCE COMPANY CANNOT REQUIRE THAT REPAIRS BE MADE TO A MOTOR VEHICLE IN A PARTICULAR PLACE OR REPAIR SHOP. YOU HAVE THE RIGHT TO HAVE YOUR VEHICLE REPAIRED IN THE SHOP OF YOUR CHOICE.

Op Codes

| | | |
|----------------------------|---|--------------------------------|
| * = User-Entered Value | ^ = Labor Matches System Assigned Rates | E = Replace OEM |
| NG = Replace NAGS | EC = Replace Economy | OE = Replace PXN OE Srpls |
| UE = Replace OE Surplus | ET = Partial Replace Labor | EP = Replace PXN |
| EU = Replace Recycled | TE = Partial Replace Price | PM = Replace PXN Reman/Reblt |
| UM = Replace Reman/Rebuilt | L = Refinish | PC = Replace PXN Reconditioned |
| UC = Replace Reconditioned | TT = Two-Tone | SB = Sublet Repair |
| N = Additional Labor | BR = Blend Refinish | I = Repair |
| IT = Partial Repair | CG = Chipguard | RI = R & I Assembly |
| P = Check | AA = Appearance Allowance | RP = Related Prior Damage |

Brockport Fire District - Account Detail - March - April 2022

| <u>Account</u> | <u>Account Description</u> | <u>Date</u> | <u>Reference</u> | <u>Description</u> | <u>Debit</u> | <u>Credit</u> | <u>Balance</u> |
|------------------------|---|-------------|------------------|---|------------------|---------------|------------------|
| AA.3615.400.000 | Medical (Physicals) | 5/02/2022 | 6277 | Northern Star Medical Billing and Collections Physicals | 596.00 | | 664.00 |
| AA.3615.400.000 | Medical (Physicals) Total | | | | 596.00 | 0.00 | 596.00 |
| Budget | | | | | | | 14,000.00 |
| | Estimated Balance without encumbrances | | | | | | 13,404.00 |
| AA.3620.400.000 | IT Services | 3/07/2022 | 1449 | Gartland Technologies, LLC Monthly support contract | 7,500.00 | | 16,875.00 |
| AA.3620.400.000 | IT Services | 4/18/2022 | 1462 | Gartland Technologies, LLC POE desktop switch for phone system; | 7,500.00 | | 24,375.00 |
| AA.3620.400.000 | IT Services Total | | | | 15,000.00 | 0.00 | 15,000.00 |
| Budget | | | | | | | 90,000.00 |
| | Estimated Balance without encumbrances | | | | | | 75,000.00 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/07/2022 | 2022.02.18 | Cardmember Services Statement Date: 02/18/2022 - Amazon; | 163.93 | | 9,473.32 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/07/2022 | Wal-Mart | Henry, Michael Compartment signs | 19.97 | | 9,493.29 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/07/2022 | 196735 | Turnout Express Cleaning and Inspection | 1,200.00 | | 10,693.29 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/07/2022 | 2122202 | Fire Service Safety Testing, Inc. Equipment inspections | 1,342.40 | | 12,035.69 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/07/2022 | 2122201 | Fire Service Safety Testing, Inc. Equipment inspections | 858.20 | | 12,893.89 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/21/2022 | 197105 | Turnout Express Cleaning and Inspection | 1,385.20 | | 14,279.09 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 3/21/2022 | 197095 | Turnout Express Cleaning and Inspection | 1,521.50 | | 15,800.59 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/04/2022 | 9242899673 | Grainger Fire Hose Adapter | 124.12 | | 15,924.71 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/04/2022 | 197376 | Churchville Fire Equipment: Fireade 2000 foam concentrate | 475.00 | | 16,399.71 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/04/2022 | 885125757 | Grainger Plug-in Utility Pump | 1,440.09 | | 17,839.80 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/04/2022 | 3162201 | Fire Service Safety Testing, Inc. Harness inspections | 920.00 | | 18,759.80 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/18/2022 | 3076644 | Dival Safety Equipment, Inc. Scott chest straps | 1,679.00 | | 20,438.80 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/18/2022 | 197713 | Turnout Express Advanced cleaning and inspection | 1,348.30 | | 21,787.10 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 4/28/2022 | 198033 | Turnout Express Turnout Gear PPE | 1,483.45 | | 23,270.55 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair | 5/02/2022 | 197874 | Turnout Express Cleaning and Inspection | 1,480.00 | | 24,750.55 |
| AA.3820.400.000 | Firefighter Equip Maint/Repair Total | | | | 15,441.16 | 0.00 | 15,441.16 |
| Budget | | | | | | | 88,000.00 |
| | Estimated Balance without encumbrances | | | | | | 72,558.84 |
| AA.4310.400.000 | Training | 3/16/2022 | | VFPASNY Fire Police Seminar- Pazyck, Drake, Weist, Ford | 140.00 | | 1,992.00 |
| AA.4310.400.000 | Training | 4/04/2022 | 2022.03.22 | Cardmember Services Statement Date: 03/22/2022 ... | 165.00 | | 2,157.00 |
| AA.4310.400.000 | Training | 4/18/2022 | 2022 Conf | New York State Association of Fire Chiefs NYSAFC 116th Annual | 100.00 | | 2,257.00 |
| AA.4310.400.000 | Training | 4/18/2022 | 2022 Conf | New York State Association of Fire Chiefs NYSAFC 116th annual | 345.00 | | 2,602.00 |
| AA.4310.400.000 | Training | 4/19/2022 | | Place, Cody FDIC Per Diem | 466.00 | | 3,068.00 |
| AA.4310.400.000 | Training | 4/19/2022 | | Denmark, Jeff FDIC Per Diem | 466.00 | | 3,534.00 |
| AA.4310.400.000 | Training | 4/19/2022 | | Smith, Scott FDIC Per Diem | 466.00 | | 4,000.00 |
| AA.4310.400.000 | Training | 4/19/2022 | | Steves, David FDIC Per Diem | 466.00 | | 4,466.00 |
| AA.4310.400.000 | Training Total | | | | 2,614.00 | 0.00 | 2,614.00 |
| Budget | | | | | | | 16,000.00 |
| | Estimated Balance without encumbrances | | | | | | 13,386.00 |

Brockport Fire District
Expenses from Reserves

4/30/2022 12:33

| Project | Reserve used | AEDs | | Hurst Tool | | Laptop/ Tablet mount | | Fund Transfer | | Turnout Gear | | Pagers | | Squad Light Siren | | Cameras 2,3,5 | | Parking Lot Sealing | | 3 Radios | | Fund Transfer | | Fitness Equipment | |
|---------------------------------|--------------|-------------|-------------|-------------|-------------|----------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-------------------|----------------|----------------|-------------|---------------------|-------------|-------------|-------------|---------------|--------------|-------------------|-------------|
| | | Veh Equip | Permit \$ | Veh Equip | Veh Equip | Communications | Communications | Communications | Communications | Communications | Communications | Communications | Communications | Communications | Communications | Communications | Veh Equip | Build Fac | Build Fac | Build Fac | Build Fac | Build Fac | Build to Veh | Veh Equip | Veh Equip |
| Date of Perm Ref (90 day end) | | Mar 15 2021 | Mar 15 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 | Apr 10 2021 |
| Aug-20 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sep-20 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Oct-20 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nov-20 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dec-20 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jan-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feb-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mar-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Apr-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Apr 21 Payment to my class acct | | 4,226.90 | 19,098.32 | | | | | | | | | | | | | | | | | | | | | | |
| May-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| May 21 Payment to Acct | | 11,489.00 | | | 100,000.00 | | | | | | | 6,705.00 | | | | | | | | | | | | | |
| Jun-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jul-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Aug-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sep-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Oct-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nov-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dec-21 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jan-22 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feb-22 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mar-22 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | | 27,106.90 | 19,098.32 | 13,219.50 | 10,760.78 | 9,830.78 | | 9,031.40 | 9,031.40 | 9,031.40 | 9,031.40 | 15,906.00 | 125,000.00 | 125,000.00 | 125,000.00 | 12,020.03 | | | | | | | | | |
| Variance to Perm Ref | | 2,893.10 | 901.68 | 1,780.50 | 14,239.22 | 0.00 | | 13,515.72 | 1,363.60 | 1,363.60 | 4,094.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | | | | | | | | |

\$ needed to correct reserve 16,340.34
 Correction approved 7/6/21 Commission meeting
 Reserve
 Correction
 4,340.30

Note work was completed prior to the end of the legal notice period
 This was not done with perm ref, books are closed for 2020. Funds should not have been taken from reserve
 Reserve funding corrected
 Expense from operating

Payment was made from General Fund see 5/3/21 abstract

**Brockport Fire
District**

Deb Bax <dbax@brockportfire.org>

Affadavit for Gym Purchase Transfer

Debra Kuhn <dkuhn@brockportfire.org>

Thu, Apr 28, 2022 at 11:11 AM

To: Patricia Connors <pconnors@brockportfire.org>, Allyn Hammel <ahammel@brockportfire.org>, Bill Bird <bbird@brockportfire.org>, Deb Bax <dbax@brockportfire.org>, David Georgiev <dgeorgiev@brockportfire.org>

On the table is an affidavit for the Commission to sign related to a reserve transfer. The auditor has requested documentation to show approval for a transfer of \$4340.30. There is no mention of the approval in the meeting minutes.

On July 6, 2021 at 5:15 we had a budget workshop prior to the Commission meeting to allow the Chiefs input on the budget. At that meeting the attached spreadsheet was distributed as a review of permissive referendums. We discussed the Gym Equipment which was purchased in part through the use of reserve funds in 2020. When we realized that a legal notice had not been completed for the purchase we were required to pay back the reserve and make the purchase with operating funds. The Commission approved the transfer at the workshop. As this was a workshop no minutes were taken.

\$24,040.07 Total payment for Gym Equipment

\$7679.73 Paid from operating

\$16,360.34 Paid from reserve - needed to be paid back to reserve

\$12,020.04 BVFA deposits to reserve

16,360.34 - 12,202.04 = \$4304.30 amount to be paid back to the reserve from operating

The attached spreadsheet shows the months payments were made and which funds paid for the purchases. The \$4340 transfer was made on July 7, 2021 to reconcile the transfers after all funds were received.

Please sign the affidavit so I can give it to the auditor. Let me know if you have questions. Thanks, Debra

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Debra Kuhn
Treasurer
Brockport Fire District
585-465-2111

 **Reserve Expenses 2021.xlsx**
17K

Brockport Fire District Abstract of Audited Vouchers from 4/19/2022 to 5/02/2022

| Claimant | Invoice Date | Invoice | Voucher # Description | Distribution Acct | A/P Owed | Check # | Chk Date |
|---|--------------|------------------|----------------------------------|-------------------|-----------------|---------|-----------|
| Voucher Type: <none> | | | | | | | |
| ADP | | | 2,690 | | | | |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.3405.100.000 | 453.84 | 4/29 PR | 4/29/2022 |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.3410.100.000 | 545.50 | 4/29 PR | 4/29/2022 |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.3415.100.000 | 334.46 | 4/29 PR | 4/29/2022 |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.3420.100.000 | 626.62 | 4/29 PR | 4/29/2022 |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.9030.800.000 | 149.97 | 4/29 PR | 4/29/2022 |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.9050.800.000 | 64.70 | 4/29 PR | 4/29/2022 |
| | 4/29/2022 | 4/29/2022 | 4/29/22 Payroll | AA.9055.800.000 | -5.27 | 4/29 PR | 4/29/2022 |
| ADP Total | | | | | 2,169.82 | | |
| Smith, Scott | | | 2,682 | | | | |
| | 4/19/2022 | | FDIC Per Diem | AA.4310.400.000 | 466.00 | 0005868 | 4/19/2022 |
| Smith, Scott Total | | | | | 466.00 | | |
| Total for Voucher Type: <none> | | | | | 2,635.82 | | |
| Voucher Type: Prepaid | | | | | | | |
| AT&T Mobility | | | 2,688 | | | | |
| | 4/04/2022 | 287302269023X412 | Telephone March April 2022 | AA.3740.400.000 | 208.40 | ACH | 4/19/2022 |
| AT&T Mobility Total | | | | | 208.40 | | |
| RG&E | | | 2,687 | | | | |
| | 4/12/2022 | 2002-3355-124 | Gas March April 2022 Station 3 | AA.3710.400.000 | 310.86 | ACH | 4/19/2022 |
| | 4/12/2022 | 2002-3355-132 | Gas March April 2022 Station 1 | AA.3710.400.000 | 705.76 | ACH | 4/19/2022 |
| | 4/12/2022 | 2002-3361-049 | Gas March April 2022 Station 2 | AA.3710.400.000 | 137.58 | ACH | 4/19/2022 |
| | 4/13/2022 | 2002-4885-368 | Gas March - April 2022 Station 5 | AA.3710.400.000 | 132.69 | ACH | 4/19/2022 |
| RG&E Total | | | | | 1,286.89 | | |
| Time Warner Cable BC | | | 2,689 | | | | |
| | 4/10/2022 | 127659702041022 | Cable April May 2022 Station 1 | AA.3745.400.000 | 538.00 | ACH | 4/19/2022 |
| | 4/13/2022 | 850961901041322 | Cable April May 2022 Station 3 | AA.3745.400.000 | 72.95 | ACH | 4/26/2022 |
| | 4/18/2022 | 850963401041988 | Cable April - May 2022 Station 2 | AA.3745.400.000 | 72.95 | ACH | 4/26/2022 |
| Time Warner Cable BC Total | | | | | 683.90 | | |
| Total for Voucher Type: Prepaid | | | | | 2,179.19 | | |
| Voucher Type: Regular | | | | | | | |
| Alliance Door and Hardware, Inc. | | | 2,697 | | | | |
| | 4/11/2022 | 227966 | Overhead door maintenance | AA.3720.400.000 | 286.00 | | |
| Alliance Door and Hardware, Inc. Total | | | | | 286.00 | | |

Brockport Fire District Abstract of Audited Vouchers from 4/19/2022 to 5/02/2022

| Claimant | Invoice Date | Invoice | Voucher # | Description | Distribution Acct | A/P Owed | Check # | Chk Date |
|--|--------------|--------------|-----------|--|-------------------|----------|---------|-----------|
| Churchville Fire Equipment | 4/15/2022 | 197952 | 2,701 | 234 Belt issue | AA.3920.400.000 | 838.63 | | |
| | 4/18/2022 | 197988 | | 233 Rear Flood light | AA.3915.400.000 | 788.42 | | |
| | 4/18/2022 | 197992 | | 238 Air filter | AA.3925.400.000 | 404.84 | | |
| | | | | Churchville Fire Equipment Total | | 2,031.89 | | |
| Danny's Decals | 4/11/2022 | 1787 | 2,699 | Decals | AA.3925.400.000 | 65.00 | | |
| | | | | Danny's Decals Total | | 65.00 | | |
| De Lage Landen Financial Services, | 4/23/2022 | 76150158 | 2,708 | Copier Contract | AA.3635.400.000 | 145.44 | | |
| | | | | De Lage Landen Financial Services, Inc. Total | | 145.44 | | |
| Denmark, Jeff | 4/19/2022 | | 2,681 | FDIC Per Diem | AA.4310.400.000 | 466.00 | 0005866 | 4/19/2022 |
| | | | | Denmark, Jeff Total | | 466.00 | | |
| EFPR Solutions, LLC | 4/22/2022 | 320965 | 2,706 | Accountants | AA.3605.400.000 | 1,226.67 | | |
| | | | | EFPR Solutions, LLC Total | | 1,226.67 | | |
| Four Seasons Collision, LLC | 4/19/2022 | 1057 | 2,696 | 2020 Chevy Tahoe VIN: 1GNSKFECXL25B154 | AA.3940.400.000 | 3,787.99 | | |
| | | | | Four Seasons Collision, LLC Total | | 3,787.99 | | |
| Monroe County Fire District Officer | 4/27/2022 | | 2,707 | MCFDOA Meeting attendance 4 X \$24 | AA.3510.400.000 | 96.00 | | |
| | | | | Monroe County Fire District Officer Asso Total | | 96.00 | | |
| Northern Star Medical Billing and | 3/31/2022 | 6277 | 2,695 | Physicals | AA.3615.400.000 | 596.00 | | |
| | | | | Northern Star Medical Billing and Collections Total | | 596.00 | | |
| Place, Cody | 4/19/2022 | | 2,680 | FDIC Per Diem | AA.4310.400.000 | 466.00 | 0005867 | 4/19/2022 |
| | | | | Place, Cody Total | | 466.00 | | |
| Regional Distributors | 4/25/2022 | S1897517.001 | 2,703 | Janitorial supplies | AA.3725.400.000 | 100.23 | | |
| | | | | Regional Distributors Total | | 100.23 | | |
| Steves, David | 4/19/2022 | | 2,683 | FDIC Per Diem | AA.4310.400.000 | 466.00 | 0005869 | 4/19/2022 |
| | | | | Steves, David Total | | 466.00 | | |
| Turnout Express | 4/08/2022 | 197874 | 2,693 | Cleaning and Inspection | AA.3820.400.000 | 1,480.00 | | |
| | | | | Turnout Express Total | | 1,480.00 | | |

Brockport Fire District Abstract of Audited Vouchers from 4/19/2022 to 5/02/2022

| Claimant | Invoice Date | Invoice | Voucher # | Description | Distribution Acct | A/P Owed | Check # | Chk Date |
|--|--------------|------------|--------------|---|-------------------|------------------|---------|----------|
| Turnout Express Total | 4/20/2022 | 198033 | | Turnout Gear PPE | AA.3820.400.000 | 1,483.45 | | |
| | | | | | | 2,963.45 | | |
| Village of Brockport DPW | | | 2,649 | | | | | |
| | 3/10/2022 | 2022.03.10 | | Credit for overcharges on January 2022 bill | AA.3985.400.000 | -425.12 | | |
| | 4/11/2022 | 2022.04 | | 212.9 gal Diesel | AA.3985.400.000 | 664.68 | | |
| | 4/11/2022 | 2022.04 | | 421.7 gal Gasoline | AA.3985.400.000 | 1,293.84 | | |
| | 4/11/2022 | 2022.04 | | Additives and Admin | AA.3985.400.000 | 135.77 | | |
| Village of Brockport DPW Total | | | | | | 1,669.17 | | |
| Westside News, Inc. | | | 2,704 | | | | | |
| | 4/10/2022 | 124034 | | Legal notice - Asbestos abatement | AA.3630.400.000 | 104.55 | | |
| Westside News, Inc. Total | | | | | | 104.55 | | |
| Total for Voucher Type: Regular | | | | | | 14,470.39 | | |

Total:

Vouchers Total
19,285.40
19,285.40

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 Payroll Total
17,115.58
2,169.82
19,285.40

5/2/2022
Date

Debra Bax

Debra Bax, Secretary Brockport Fire District