

Brockport Fire District Commissioners
Regular Meeting
September 5, 2023 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

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

Others Present: Ron Sabernick

Excused: Deputy Chief Tim Smith, Attorney Ray DiRaddo

Meeting called to order by Chairwoman Connors at 6:30 pm

Pledge Moment of Silence

Public Comments – nothing

BVFA - nothing

Approval of August 21, 2023 Regular Meeting Minutes

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

5 Yes 0 No

Chief's Report

- Reviewed written report.
- Have fill-ins for the September 9, 2023 Motorcycle Ride.
- Hose cart is in the back of the wash bay for the 911 event.
- College Dance Team will hold a car wash at HQ in the west parking lot from 11 am until 3 pm on September 16, 2023.
- Representative Joseph Morelle will attend the November 2023 BVFA Meeting.
- Commissioner Connors indicated that the Truck and Treat for Halloween will be held on October 29, 2023 at the Brockport Area Vets Club from 1 – 3 pm.
- Chief Medina received a membership application from President Sabernick for Matthew Delucia but was not sure if it had been approved by the BVFA yet.

- Requesting permission for Fire Police Members to attend the Monroe County Volunteer Fire Police Association Meeting on September 16, 2023 in Hilton. They have approved Allan Hoy, Cheryl Wiest, and Tina Pazyck to attend at a cost of \$40 each. They have not approved Jarl Boyst to attend at this time.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve.

5 Yes 0 No

Deputy Chief's Report

- No written report received.

Assistant Chief's Report

- Reviewed written report.
- No estimated time to receive the hose.
- There isn't a State Contract yet for the Thermal Imaging Cameras. Treasurer Kuhn indicated that the order needs to be placed prior to the end of December 2023.

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

Treasurer's Report

- Reviewed Account Detail Report.
- We need to underspend this year's budget by about \$40,000 to pay for January and February 2024. For the remainder of 2023 purchase only what is necessary.
- Update on solar, we currently have a \$348 credit.
- Physical reimbursements – need additional paperwork to show that Northern Star has referred members to their own physician.

RESOLUTION: 2023-54

Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer \$13,500.00 from the Miscellaneous Equipment Capital Reserve Account for the UTV Tracks, \$13,011.11 for the Regular Bills and \$2,633.52 for payroll from the General Fund Money Market Account and deposit all into the General Checking Account to pay the bills totaling \$29,244.63.

Motion by Commissioner Georgiev seconded by Commissioner Hammel to approve.

5 Yes 0 No

Commissioner Bird had to leave the meeting.

Secretary's Report

- Laborer Position – received one application from Allan Hoy. This position is for Part-Time, 15 hours per week at \$16.00 per hour.

Motion by Commissioner Bax seconded by Commissioner Hammel to approve.

4 Yes 0 No

- Received two FOIL Requests. One has already been processed and, regarding the second one, no application for the documents has been received.
- Assistant Chief Leggett inquired if, during Fire Prevention, can the paid employees assist. Commissioner Connors indicated that they can but they need to clock out so that they aren't getting paid for the event.
- Commissioner Georgiev had a question regarding the Budget Calendar. Secretary Bax will add Regular Meeting at 6:30 pm on Monday, October 2, 2023.

- Station 2 bay floor.
 - Commissioner Hammel indicated that he is still trying to deal with how to fix the cover over the drain. Chief Medina suggested a contractor who may be able to take care of this.
- Commissioner Connors indicated that Chris Martin is planning to travel to Albany in recognition of the two firefighters whose names will be placed on the New York State Fallen Firefighters Memorial and he is requesting reimbursement for mileage and tolls.
Motion by Commissioner Hammel seconded by Commissioner Bird to approve.
5 Yes 0 No

Executive Session regarding Public Officers Law, Article 7 §105 Sub § 1f

Motion by Commissioner Bird seconded by Commissioner Georgiev to move to Executive Session. **5 Yes 0 No**

Moved to Executive Session at 7:38 pm.

Motion by Commissioner Hammel seconded by Commissioner Georgiev to move from Executive Session back to Regular Session **5 Yes 0 No**

Moved back to Regular Session at 7:47 pm.

Motion by Commissioner Bird seconded by Commissioner Georgiev to adjourn. **5 Yes 0 No**
Meeting adjourned at 7:47 pm.

Respectfully submitted,
Debra Bax, Secretary
Brockport Fire District
38 Market Street
Brockport NY 14420



Brockport Fire District Meeting Agenda

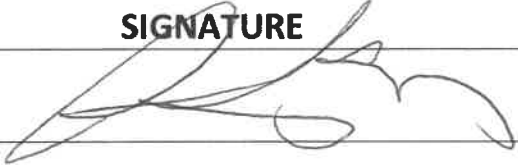
September 5, 2023
6:30 PM

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 August 21.
5. BVFA representative
6. Chief's Reports *
7. Treasurer's Report:
 - Semi-Monthly report
 - Payment of Bills *
8. Secretary's Report:
 - Laborer position
 - FOIL requests
 - Budget Hearing Calendar
 - Approval of Notice of Public Hearing on 2024 Budget
 - Policies
 - Physicals 2023 – Follow up
 - Physicals 2024 – Set up meeting with Northern Star
 - Camera Project – Station 1
9. New/Old Business:
 - G & G Consulting contract
 - Air conditioning Station 5
 - Bay floor Station 2
10. Attorney Ray DiRaddo – Excused (available by phone)
11. Commissioners Reports
12. Executive Session – Yes.
13. Motion to adjourn by _____ seconded by _____
Meeting adjourned at _____ PM

(*Motion to approve)

Brockport Fire District
Regular Meeting
September 5 , 2023 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Sign-In Sheet

PRINTED NAME	SIGNATURE
Ron Sabek	



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 September 5, 2023

Fire Calls:

Year to Date Fire Calls: 1/1/23 – 9/5/23:	795		
Fire Calls from: 9/1/22 – 8/31/23:	1154		
Prev. year comparison: 2022	2023	2022	2023
JAN: 84	95	JULY: 80	105
FEB: 95	85	AUG: 90	108
MARCH: 135	87	SEPT: 82	
APRIL: 74	102	OCT: 91	
MAY: 80	111	NOV: 77	
JUNE: 87	90	DEC: 122	

Missing Fire Reports: few

Notes:

DISTRICT DETAILS:

9/9 we have the 9/11 motorcycle ride

9/11 we have the memorial service

9/16 College dance team car wash at HQ in the west parking lot from 11am until 3pm

Novembers meeting congress man Joseph Morelle will be coming out again

GENERAL INFORMATION:

The new entrance to Gary drive by Walmart is open

The new chiefs trucks decals may be an issue with the new company

We have 2 fill-ins for this weekend motorcycle ride along with fire police from other districts coming to assist. We need everyone from active and support to come out to the beach and assist. Past Chief Tim Rombaut will be at the meeting to go into more detail.



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: 9/5/23

Apparatus Maintenance: Per Mike Henry's report

Equipment:

Turnout gear-Order placed and expected around mid-late November.

Hose-No ETA at the moment.

Thermal Imaging Cameras-Still waiting for the state contract to be awarded.

Personnel:

The Recruitment and Retention committee is meeting on the second Monday each month. The meat raffle will be drawn 9/12/23.

Personnel Improvement Initiatives

Standby Firefighter Program-

The mutual aid R&R has been updated to allow for members to come in from other fire depts and do standby times with us. I will work on how to move forward and market this. I want to work with the BVFA and PIO to market this program and get the word out to FFs from other towns. A prime example is a FF I spoke to at the Arts Fest who is Clarendon and would love to get more ride time than what Clarendon has to offer.

Bunk-In/Live-In Program:

Nothing new to report

Explorers/Junior FFs-

We continue to gather information. Scott Smith has been reaching out to other agencies who have a Junior(youth) program



Brockport Fire District

38 Market Street • P. O. Box 131

Brockport, NY 14420

Chief: Jose Medina

Deputy Chief: Tim Smith

Assistant Chief: Adam Leggett

Current Personnel Status

Officers	Interior FF	Exterior FF	Recruit/Probie	Fire Police	EMT
8	16	6	3	6	9

Details

9/9 Motorcycle Ride, Brockstock, fireworks

9/11 memorial services and honor guard.

9/16 Jubilee Church

TBD-Scouts tour

Fire Prevention-

Ginther School – 10/10/2023 – 9:30 till 1500 PM

Barclay School – 10/11/2023 - 9:30 till 1430 PM

Hill School – 10/11/2023 – 9:30 till 1430 PM

Seymour Library– 10/21/23 1200

**Brockport Fire
District**

Deb Bax <dbax@brockportfire.org>

Maintenance Report

1 message

Michael Henry <mhenry@brockportfire.org>

Tue, Sep 5, 2023 at 12:31 PM

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

Current issues with equipment:

- **R-2328** - Charger overcharging batteries caused off gassing (unplugged currently)
 - Shore power Battery Charger is bad, replacing it with a spare unit.
- **R-238** - small oil leak from timing box on engine. Jim's service waiting on part.
- **Q-230** -
 - Foam Tank showing incorrect level - CFE ordering a Foam sender
 - Driver's seat belt alarm coming in again - CFE ordering a new seat belt receptacle
- **T-236** -
 - Driver side DOT Marker light is out, CFE getting bulb
- **P-235** - Knox Box Key Holder not working -
- **P-233** - Getting PM'd later in the month
- **P-234** -
 - Getting PM'd later in month
 - Driver's seat losing air again - will have it checked during PM

- (CFE - Churchville Fire Equipment)

Completed

- Hurst Tools Annual Maintenance completed 8/20
- **P-233** -
 - Water in Officer Side Front Hub - Cleaned out and refilled by CFE
 - CFE replaced stickers on pump handles to match hose colors
- **P-232** CFE Churchville Perry Road shop
 - Rewired the radio power
 - Replaced stickers on pump handles to match hose colors
 - Replaced suction labels, and put in Tablet Mount
- **T-236** - Rear DOT Marker light above water chute is out, CFE getting bulb

Future Maintenance:

- **P-232** - Waiting on Skywave to get Genesee County Radio ID Codes to program into radios for Mutual Aid
- **P-233** - CFE Churchville Perry Road shop is coming out to fix mount for road chock to put back under truck

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 - Account Detail - 8/31/2023

Account	Account Description	Date	Reference	Description	Debit	Credit	Balance
AA.3535.400.000	Software	7/05/2023	06/21	Cardmember Services Walmart; MCAA Parking; Dollar General; 7-	12.00		7,684.34
AA.3535.400.000	Software	8/07/2023	xxxx-7555	Cardmember Services MyFax; Verizon; Runnings; Walmart; PSI	12.00		7,696.34
AA.3535.400.000	Software	8/31/2023		Cardmember Services 5 Star Credit	251.88		7,948.22
AA.3535.400.000 Software Total					275.88	0.00	7,948.22
Budget							22,000.00
Variance without Encumbrances							14,051.78
AA.3615.400.000	Medical (Physicals)	7/17/2023	8070	Northern Star Medical Billing and Collections Physicals	308.00		7,669.00
AA.3615.400.000	Medical (Physicals)	8/21/2023	8308	Northern Star Medical Billing and Collections Physical	140.00		7,809.00
AA.3615.400.000 Medical (Physicals) Total					448.00	0.00	7,809.00
Budget							15,000.00
Variance without Encumbrances							7,191.00
AA.3620.400.000	IT Services	7/05/2023	1660	Garland Technologies, LLC Monthly support contract and Annual	8,399.00		57,298.00
AA.3620.400.000	IT Services	7/17/2023	1674	Garland Technologies, LLC Monthly support contract	8,250.00		65,548.00
AA.3620.400.000	IT Services	8/07/2023	1685	Garland Technologies, LLC Monthly support contract	8,250.00		73,798.00
AA.3620.400.000	IT Services	8/07/2023	1682	Garland Technologies, LLC Kantech training fee	550.00		74,348.00
AA.3620.400.000	IT Services	8/08/2023	1660	Garland Technologies, LLC Cancel: Monthly support contract and	8,399.00		65,949.00
AA.3620.400.000 IT Services Total					25,449.00	8,399.00	65,949.00
Budget							99,000.00
Variance without Encumbrances							33,051.00
AA.3820.400.000	Firefighter Equip non-Capital	7/17/2023	206347	Turnout Express Coat and pants	124.00		16,823.98
AA.3820.400.000	Firefighter Equip non-Capital	7/17/2023	2023.07.02	Lowe's (Accounts Receivable CC) Tools and supplies	651.96		17,475.94
AA.3820.400.000	Firefighter Equip non-Capital	7/17/2023	3313460	Dival Safety Equipment, Inc. CalPlus Calibration; Rae LEL Sensor	2,745.52		20,221.46
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	xxxx-7555	Cardmember Services MyFax; Verizon; Runnings; Walmart; PSI	583.40		20,804.86
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	206389	Churchville Fire Equipment Halligan Bar	915.00		21,719.86
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	206735	Churchville Fire Equipment Junkin folding plastic backboard	415.00		22,134.86
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	206734	Churchville Fire Equipment Rigid Barrel strainer	727.24		22,862.10
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	206528	Churchville Fire Equipment Outlets; Z-Hook w/ Gas Shutoff;	1,197.76		24,059.86
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	206717	Churchville Fire Equipment Intake Valve	4,223.08		28,282.94
AA.3820.400.000	Firefighter Equip non-Capital	8/07/2023	206527	Churchville Fire Equipment Double Head Hydrant wrench	175.57		28,458.51
AA.3820.400.000	Firefighter Equip non-Capital	8/21/2023	2023.08.02	Lowe's (Accounts Receivable CC) Craftsman and cordless Dewalt	258.91		28,717.42
AA.3820.400.000	Firefighter Equip non-Capital	8/21/2023	206813	Churchville Fire Equipment Harrington 6" x 10' suction hose	1,350.00		30,067.42
AA.3820.400.000	Firefighter Equip non-Capital	8/21/2023	206812	Churchville Fire Equipment Hydrant valve and swivel	977.14		31,044.56
AA.3820.400.000	Firefighter Equip non-Capital	8/31/2023		Cardmember Services 5 Star Credit	23.99		31,068.55
AA.3820.400.000	Firefighter Equip non-Capital	8/31/2023	207146	Churchville Fire Equipment Forestry Hose	697.97		31,766.52
AA.3820.400.000 Firefighter Equip non-Capital Total					15,066.54	0.00	31,766.52
Budget							41,000.00
Variance without Encumbrances							9,233.48
AA.3821.400.000	Firefighter Equipment	8/07/2023	4935	Fletch-Air Systems, Inc. Bauer Compressor service	484.90		23,892.78
AA.3821.400.000	Firefighter Equipment	8/31/2023	IN1923327	Municipal Emergency Services Hurst Tool Maintenance	4,388.15		28,280.93
AA.3821.400.000 Firefighter Equipment Maintenance Total					4,873.05	0.00	28,280.93
Budget							44,000.00
Variance without Encumbrances							15,719.07
AA.4310.400.000	Training	8/07/2023	xxxx-7555	Cardmember Services MyFax; Verizon; Runnings; Walmart; PSI	56.00		1,906.43
AA.4310.400.000	Training	8/31/2023		Cardmember Services 5 Star Credit	100.50		2,006.93
AA.4310.400.000 Training Total					156.50	0.00	2,006.93
Budget							13,300.00
Variance without Encumbrances							11,293.07

Brockport Fire District Abstract of Audited Vouchers from 8/22/2023 to 9/05/2023

Claimant	Invoice Date	Invoice	Voucher # Description	Distribution Acct	A/P Owed	Check #	Chk Date
Churchville Fire Equipment	8/22/2023	207146	6,683 Forestry Hose	AA.3820.400.000	697.97	✓	
Churchville Fire Equipment Total					697.97		
CopierFax Business Technologies,	8/16/2023	798578	6,690 Copier Contract	AA.3635.400.000	77.11	✓	
CopierFax Business Technologies, Inc. Total					77.11		
Crystal Rock Water	8/26/2023	21179939082623	6,680 Water	AA.4205.400.000	289.69	✓	
Crystal Rock Water Total					289.69		
De Lage Landen Financial Services,	8/20/2023	80728357	6,691 Copier Contract	AA.3635.400.000	152.72	✓	
De Lage Landen Financial Services, Inc. Total					152.72		
Motorola Solutions, Inc.	8/09/2023	8281688058	6,685 Charger Multi Unit	AA.3805.400.000	979.80	✓	
Motorola Solutions, Inc. Total					979.80		
Municipal Emergency Services	8/22/2023	IN1923327	6,682 Hurst Tool Maintenance	AA.3821.400.000	4,388.15	✓	
Municipal Emergency Services Total					4,388.15		
Northside Service Center	8/16/2023	131592	6,686 Battery for pumper 2327	AA.3935.400.000	483.76	✓	
Northside Service Center Total					483.76		
Uniform Express	8/24/2023	49805	6,681 Uniforms - Alexander	AA.3830.400.000	689.35	✓	
Uniform Express Total					689.35		
Village of Brockport	8/20/2023	2023 10	6,684 Electric June - Aug 2023 - All stations	AA.3705.400.000	1,816.58	✓	
Village of Brockport Total					1,816.58		
Westside News, Inc.	8/13/2023	132855	6,688 Legal notice Boiler Replacement Station 1	AA.3630.400.000	117.15		

Brockport Fire District Abstract of Audited Vouchers from 8/22/2023 to 9/05/2023

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Check #	Chk Date
Westside News, Inc. Total	8/13/2023	132856		Legal Notice Cameras Station 1	AA.3630.400.000	111.90		
						229.05		
Total for Voucher Type: Regular						23,304.18		

Total:

Payroll Vouchers 2,633.52
 Total 26,611.11
 Total 29,244.63

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
 Misc Reserve
 Payroll
 Total

13,111.11
 13,500.00
 2,633.52
 29,244.63

UTV TRACKS
~~15744.63~~
 15744.63

Date

Debra Bax, Secretary Brockport Fire District

BROCKPORT FIRE DISTRICT

LEGAL NOTICE

RESOLUTION 2023-55

Installation of Air Conditioning Unit at Station 5

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District on September 5, 2023.

Resolution to expend from the Brockport Fire District Buildings and Facilities Capital Reserve Fund for the installation of a Heil 3 Ton 14 Seer Air Conditioning System at Brockport Fire District Station 5, located at 80 Owens Road, Brockport NY 14420.

WHEREAS, pursuant to General Municipal Law §6-g, the Brockport Fire District (Fire District), Towns of Sweden and Clarkson, County of Monroe, State of New York, did establish the "Brockport Buildings and Facilities Capital Reserve Fund" a capital reserve fund to finance all or part of the cost of acquisition or the construction, reconstruction, remodeling, refurbishment, acquisition or upgrading of existing Fire District buildings or facilities; to pay or provide for structural improvements or to pay or provide for upgrades to the replacement of the HVAC systems, security, smoke and fire protection services for those buildings or facilities. Fire District facilities include the Fire District training grounds.

WHEREAS there is currently no air conditioning at Brockport Fire District Station 5, located at 80 Owens Road, Brockport NY 14420. Station 5 has been used for various fire district training exercises, and there is an office and a training room available for indoor classes. It is necessary to install an air conditioning system to circulate and filter the air for appropriate climate control.

WHEREAS the above-mentioned work is to be financed from monies in the above-referenced "Brockport Fire District Buildings and Facilities Capital Reserve Fund", and it is the purpose of said capital reserve fund to fund the installation of the Air Conditioning Unit at Station 5, located at 80 Owens Road, Brockport NY 14420.

NOW BE IT RESOLVED THAT, the Brockport Fire District is hereby authorized to expend from the "Brockport Fire District Buildings and Facilities Capital Reserve Fund" an amount not to exceed \$10,000.00 for the purpose of this air conditioning installation, and,

BE IT IS FURTHER RESOLVED that this resolution is subject to a permissive referendum and shall not take effect until 30 days has elapsed after its adoption, or unless approved at a special election of the qualified voters of the Brockport Fire District after a proper petition calling for such special election is filed with the secretary of the Brockport Fire District within the time permitted by law.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Patricia Connors, Chairwoman, Commissioner	Yes	Debra Bax, Commissioner	Yes
Allyn Hammel, Vice Chairman, Commissioner	Yes	David Georgiev, Commissioner	Yes
Willard Bird, Commissioner	Yes		

The resolution was thereupon duly declared to have been adopted subject to a permissive referendum.

Dated: September 5, 2023

Debra L. Bax, Secretary

Board of Fire Commissioners

Brockport Fire District

PO Box 131 38 Market Street Brockport NY 14420