

Brockport Fire District Commissioners

Regular Meeting

March 6, 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, David Georgiev; Treasurer Debra Kuhn; Chief Jose Medina, Assistant Chief Adam Leggett; Attorney Ray DiRaddo

Excused: Deputy Chief Tim Smith

Others Present: Tina Pazyck, Zach Alexander, Scott Cleere, Gordon Bemis, John Rombaut, Alex Cervini

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

Approval of February 20, 2023 Regular Meeting Minutes.

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

4 Yes 0 No 1 Abstained (David Georgiev was not at the 2/20/23 Meeting)

Public Comment – none

BVFA - nothing

Chief's Report

- Reviewed submitted report.
- Calls to date 198 (85 calls in February).
- There was a fatal MVA on 2/25/2023.
- Working on getting a fill-in department for the Banquet.
- Working with Mike Henry to get decals on the trailer. May possibly use Genesee Highway.
- Requested permission to take a district vehicle to Buffalo to honor fallen firefighter Jason Arno.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve if there is a crew who would like to attend. **5 Yes 0 No**

Deputy Chief's Report

- None received.
- Chief Medina inquired about when will members receive their email for the Sexual Harassment Training. Commissioner Bax inquired if those on medical should receive the training information. Per Chief Medina, yes they should and he will be added as an Administrator in the system.

Assistant Chief's Report

- Reviewed submitted report.
- Two ice suits were sent out for repair.
- Once the hose order is placed, it will take approximately 26 to 28 weeks to come in.

- The 2 ½” demo hose arrived at Churchville.
- Continuing to work with Zach DeLany to put together a list of turnout gear that needs to be purchased.
- Staffing – 8 Officers, 18 Interior, 3 Exterior, 4 Recruits.

Motion by Commissioner Georgiev seconded by Commissioner Hammel to accept the Chiefs’ Reports. **5 Yes 0 No**

Treasurer’s Report

- Reviewed the Account Detail Report.

RESOLUTION: 2023-24 Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer \$83,968.46 for the regular bills and \$2,631.94 for payroll totaling \$86,600.40 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 Hammel seconded by Commissioner Georgiev to approve the payment of the bills **5 Yes 0 No**

Secretary’s Report

- Policies for Approval
- ✓ Vehicle Use Policy
 - Question from Chief Medina regarding the part of the policy which addresses responding to incidents with family members in the vehicle.
 - After discussing, it was agreed that we would go back and look at this section of the policy and bring it back to the next meeting for review.
- ✓ Line Officer Election, Appointment, and Residency Policy
- **Motion** by Commissioner Bird seconded by Commissioner Hammel to approve. **5 Yes 0 No**
- ✓ Fire Station 1 Parking Policy
 - After reviewing the policy, it was agreed to eliminate this policy.
- **Motion** by Commissioner Bax seconded by Commissioner Georgiev to eliminate this policy. **5 Yes 0 No**
- Records Retention
 - Will begin working on the older personnel files to get them ready for storage.
 - Will contact the Albany Office of Record Archiving for additional information.
- Website
 - Am able to post minutes and agendas.
 - Waiting for a date when Justin Bradshaw can meet with Mike Henry and Deb Bax for training.
- Treasurer Kuhn requested to discuss the hose purchase. According to our policy, we will need to do a Sealed Bid for the purchase of the hose and nozzles if they are not on a State Contract.

New/Old Business

- Discussion regarding placing a legal notice to expend the money from the Brockport Vehicle and Equipment Capital Reserve Fund for the Hose and Nozzles and from the Brockport Miscellaneous Equipment and Furnishings Capital Reserve Fund for a Lawn Tractor for Station 5.

RESOLUTION 2023-25

Expend Money for Hose and Nozzles

BE IT RESOLVED that the Brockport Fire District Board of Fire Commissioners approves the expenditure of up to \$80,000 for the new Hose and Nozzles with the money to be expended from the Brockport Vehicle and Equipment Capital Reserve Fund and that the Secretary is approved to place a Legal Notice in the Suburban News Westside Edition and the Hamlin-Clarkson Herald.

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

RESOLUTION 2023-26

Expend Money for Lawn Tractor for Station 5

BE IT RESOLVED that the Brockport Fire District Board of Fire Commissioners approves the expenditure of up to \$3,000 for a new Lawn Tractor for Station 5 with the money to be expended from the Brockport Miscellaneous Equipment and Furnishings Capital Reserve Fund and that the Secretary is approved to place a legal Notice in the Suburban News Westside Edition and the Hamlin-Clarkson Herald.

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

- Boiler – Station 1
 - Commissioner Georgiev reviewed the information regarding the previously received quotes for the boiler work at Station 1. He is recommending that we award the contract to LaBella Associates.
 - Motion** by Commissioner Georgiev seconded by Commissioner Bird to approve the award of the contract for the boiler work at Station 1 to LaBella Associates.
 - 5 Yes 0 No**

- Speaker for the Truck Bay
 - Would like to get a speaker up and running in the truck bay. Commissioner Bird indicated that we also need a speaker again in the fire house areas as well. Commissioner Georgiev will work on getting some pricing together.
- Furniture for Station 1
 - The leather furniture that is at Station 5 needs to be removed.
 - Discussion regarding purchasing a conference table and new chairs.
 - The current chairs that are there can go in the auction.
 - Commissioner Hammel will check with Dunn’s Furniture to see what they might have available.
 - Possibly install a TV and Glass White Board as well for any training exercises.
 - Roof leaks need to be addressed.

Attorney DiRaddo

- Sent some information regarding vehicle traffic law regarding emergency vehicles.

Commissioner Reports**Commissioner Bird**

- Will need someone to travel to give the approval on the new truck – which is in Florida.
- Once the trucks are moved when the Main Street Bridge is closed be sure to let Commissioner Bird know if any of the card players at Station 3 are parked in front of the truck bay and he will take care of it.

Commissioner Hammel

- Will attend a meeting with AC Adam Leggett at the College on Wednesday regarding the Eclipse in April 2024. Our area is in the path of the total eclipse and there are expected to be a huge number of people coming to this area to view the eclipse.

Commissioner Georgiev

- Asked Commissioner Bird if he could check on the plowing of the front apron at Station 1.

Motion by Commissioner Hammel seconded by Commissioner Bird to adjourn.

5 Yes 0 No

Meeting adjourned at 7:44 pm.

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



Brockport Fire District Meeting Agenda

March 6, 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 20th*.
5. BVFA representative
6. Chief's Reports *
7. Treasurer's Report:
 - Semi-Monthly Report
 - Purchase of Hose
 - Payment of Bills *
8. Secretary's Report:
 - Policies
 - Records Retention
 - Website
9. New/Old Business:
 - Boiler
 - Speaker for truck bay
 - Furniture at Station 5
 - Building repairs at Station 5
 - Lawn mower at 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
Regular Meeting
March 6, 2023 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Sign-In Sheet

PRINTED NAME	SIGNATURE
Tina Pazyck	Tina Pazyck
Zach Alexander	Zach Alexander
SCOTT CEEFER	Scott Ceefer
John Rombaut	John Rombaut
Gordon Bemis	Gordon Bemis
Alex Ceradini	Alex Ceradini



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

3/7/23

- Mandatories are about wrapped up. If you do not have them done you will need to reach out to myself or another line officer to try to get the classes
 - Hazmat, Blood Bourne, SCBA, Bail out, AND CPR all need to be completed by May 1st
- Physicals have started and a lot of people signed up for Thursday night which I was told went well. Thank you for being proactive in getting them out of the way.
 - Saturdays physicals were rescheduled until the 18th, for people that were signed up for the 4th that cannot make the 18th please call and schedule at Northern Star
 - They said that they would work with us to try and get us a few spots when they are at Hamlin's fire hall also to save us the trip to Henrietta
- Drills for the Month are in your District Gmail calendar, turn outs for drills have been low and we would like to increase participation so that we can get some bigger and better drills planned including live fire drills



Brockport Fire District

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Brockport, NY 14420

Chief: Jose Medina

Deputy Chief: Tim Smith

Assistant Chief: Adam Leggett

Assistant Chiefs Report

Date: 3/5/23

Apparatus Maintenance: Per Mike Henry's report

Current issues with equipment 2/27/23:

- **P-235 -**
 - Need to repair issues with front suction pipe replacement, gauge replacements next year
 - TFT (Jaffrey valve) leaking at threads may need a gasket. CFE will work.
- **Q-230 -**
 - Seat Belt alarm for driver seat, possible sensor\switch issue. CFE ordering a new seat cushion where the switch resides.
 - 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 in another 2 to 3 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



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- 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.
- R-2328 - battery alarm is coming in again.
- S-2357 - Shore Line receptacle on Tahoe is burned. Working with EV Solutions to replace.
- 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

- P-235 repairs by Jims Service
 - ABS alarm caused by loose pin in connector
 - Low Coolant Alarm - 1/2 gallon coolant added
 - Voltage meter on dash replaced
- Q-230
 - Went to Jim's Service for Annual Chassis PM and NYS Inspection
 - Aerial Ladder cable was lubed.

Future Maintenance:

Assistant Chief – Phone:(315) 212-9040, Email: aleggett@brockportfire.org



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- 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

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:

Hoses-

The hose committee 2.0 has acquired the needed quotes for the hose and nozzle orders. The specific hose we are looking at is the Gladiator line from Snaptime. 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. The nozzles are in coordination with those hoses for maximum flow at lower PSI to make the hoses more manageable and reduce the risk for FF injuries. Once the new hoses have arrived the next step will be to put them in service and test them with pitot gauges to determine the best for the pump operators to set. This will then be labeled making it much more efficient for pump operators to get the truck set to the best flow possible quickly.

2.5" Demo hose has been ordered and 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 are starting to put together a new order for turnout gear. There are some items that need to be restocked in the quartermaster's available stock. **If your gear is not sized appropriately please let me know so we can put you on the list.** Gear testing is in progress each week your officers will be reaching out to remind you.



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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 Art, Communications, and Journalism 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.

Recruitment materials for posting at businesses and other places in the district are being made.

Chain of command crews-

The list of chain of command crews has been updated and will be posted/emailed. The purpose of these crews is for communication purposes. If you have any issues please report them to your officer. Your officer should be reaching out to you to get participation in drills meetings and details.

Points review-

The BVFA annual points review will be this month. If you have not been meeting the required drill, meeting and call numbers you will be notified. The current requirements are set in the Rules and Regulations by number of years of service. 0-5 years 55 alarm points, 6-10 years 45 alarm points, 11-15 years 39 alarm points, 16-20 years 29 alarm points, 20 years plus 20 alarm points. Everyone needs 30 training hours on top of the mandatories, and 4 meetings.

Current Personnel Status

Officers -8, Interior Firefighters-18, Exterior Firefighters- 3, Recruits/Probies -4, BROF EMTs-10

**Brockport Fire
District**

Deb Bax <dbax@brockportfire.org>

Maintenance Status Monday 3/6/2023

1 message

Michael Henry <mhenry@brockportfire.org>

Mon, Mar 6, 2023 at 8:51 AM

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

All,

Current issues with equipment:

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 - Small drips from under pump while running
- **R-238** -
 - Lens Officers side white marker light. -part reordered
 - Out for Paint Warranty Work expected in 3 weeks (Pictures attached)
- **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 Brake - vibration at end of Jake Brake suction, possible exhaust flapper valve
 - Squeal on acceleration and deceleration from belts
 - Air Brake Alarm lights but no audio
 - 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.
- Water dripping need to replace a seal
- **R-2328** -
 - Battery alarm is coming in again.
 - Weather stripping peeling officers side mid panel
- **S-2357** - Shore Line receptacle on Tahoe is burned. Electrician to Replace
- **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.
- **Ice Suits** - 2 suites taken to Aquatic Center in Henrietta for repair.

Completed

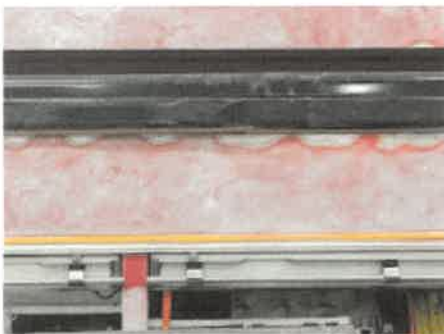
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- P-233 - Paint issue front by officers side of windshield working with Churchville on Warranty Paint repair

Mike Henry

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

2 attachments



20230303_103849_resized.jpg
627K



20230303_103842_resized.jpg
1122K

Brockport Fire District - Account Detail - March 2023

Account	Account Description	Date	Reference	Description	Debit	Credit	Balance
AA.3535.400.000	Software	1/16/2023	2022.12.21	Cardmember Services Smartdraw software; Amazon; MyFax; Post office; Tim Horton's; Walmart; Bis;	149.90		149.90
AA.3535.400.000	Software	2/06/2023	BROC-042	JPR Trailer; Runnings; Zoll Medical	5,938.44		6,088.34
AA.3535.400.000	Software	2/06/2023	BROC-043	Alpine Software Corp. Annual support contract	1,200.00		7,288.34
AA.3535.400.000	Software	2/06/2023	2023.01	Alpine Software Corp. Cloud hosting	12.00		7,300.34
AA.3535.400.000	Software Total			Cardmember Services Statement Date: 01/20/2023 :::	<u>7,300.34</u>	<u>0.00</u>	<u>7,300.34</u>
Budget							22,000.00
Expenses without Encumbrances							14,699.66
AA.3615.400.000	Medical (Physicals)	3/06/2023	7653	Northern Star Medical Billing and Collections Physicals	172.00		172.00
AA.3615.400.000	Medical (Physicals)	3/06/2023	7464	Northern Star Medical Billing and Collections Physicals	100.00		272.00
AA.3615.400.000	Medical (Physicals) Total				<u>272.00</u>	<u>0.00</u>	<u>272.00</u>
Budget							15,000.00
Expenses without Encumbrances							14,728.00
AA.3620.400.000	IT Services	1/16/2023	1592	Gartland Technologies, LLC Monthly support contract	7,500.00		7,500.00
AA.3620.400.000	IT Services	2/20/2023	1603	Gartland Technologies, LLC Monthly support contract - February 2023	8,250.00		15,750.00
AA.3620.400.000	IT Services	3/06/2023	1614	Gartland Technologies, LLC Monthly support contract	8,250.00		24,000.00
AA.3620.400.000	IT Services Total				<u>24,000.00</u>	<u>0.00</u>	<u>24,000.00</u>
Budget							99,000.00
Expenses without Encumbrances							75,000.00
AA.3820.400.000	Firefighter Equip non-Capital	1/16/2023	2022.12.21	Cardmember Services Smartdraw software; Amazon; MyFax; Post office; Tim Horton's; Walmart; Bis;	805.74		805.74
AA.3820.400.000	Firefighter Equip non-Capital	1/16/2023	2022.01.02	JPR Trailer; Runnings; Zoll Medical	519.60		1,325.34
AA.3820.400.000	Firefighter Equip non-Capital	1/16/2023	202805	Low's (Accounts Receivable CC)	39.10		1,364.44
AA.3820.400.000	Firefighter Equip non-Capital	1/16/2023	22-048	Churchville Fire Equipment Fire extinguisher inspections	3,469.50		4,833.94
AA.3820.400.000	Firefighter Equip non-Capital	2/06/2023	2023.01	EV Warning Systems LLC Vehicle upfit	276.27		5,110.21
AA.3820.400.000	Firefighter Equip non-Capital	2/20/2023	6.9613E+12	Cardmember Services Statement Date: 01/20/2023 :::			
AA.3820.400.000	Firefighter Equip non-Capital	2/20/2023	622703	MyFax; Amazon; Time Warner; 58 Main BBQ; Lowes; Port Pockets & Deli; Walmart; NY Assoc of Fire	34.82		5,145.03
AA.3820.400.000	Firefighter Equip non-Capital	2/20/2023	203581	Chiefs; Runnings	152.47		5,297.50
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	203581	Advance Auto Parts RX Weather Armor	150.98		5,448.48
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	328837	Landpro Equipment Chainsaw repair	262.00		5,710.48
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	328837	Churchville Fire Equipment Replacement elbow			
AA.3820.400.000	Firefighter Equip non-Capital Total			Dival Safety Equipment, Inc. Repair Sensit Gold G2	<u>5,710.48</u>	<u>0.00</u>	<u>5,710.48</u>
Budget							44,000.00
Expenses without Encumbrances							38,289.52
AA.3821.400.000	Firefighter Equipment	2/06/2023	203030	Churchville Fire Equipment Pump maintenance	1,894.23		1,894.23
AA.3821.400.000	Firefighter Equipment	2/06/2023	3220035	Dival Safety Equipment, Inc. CALPLUS Calibration	2,876.52		4,770.75
AA.3821.400.000	Firefighter Equipment	2/20/2023	203443	Turnout Express Advanced cleaning	1,430.00		6,200.75
AA.3821.400.000	Firefighter Equipment	3/06/2023	4635	Fletch-Air Systems, Inc. Compressor service	971.75		7,172.50
AA.3821.400.000	Firefighter Equipment	3/06/2023	203623	Turnout Express Advanced cleaning and inspection	1,870.00		9,042.50
AA.3821.400.000	Firefighter Equipment	3/06/2023	2102301	Fire Service Safety Testing, Inc. Ground ladders tested and inspected	852.15		9,894.65
AA.3821.400.000	Firefighter Equipment	3/06/2023	2102302	Fire Service Safety Testing, Inc. Life safety inspections	2,967.60		12,862.25
AA.3821.400.000	Firefighter Equipment	3/06/2023	203687	Turnout Express Pants and boots	269.00		13,131.25
AA.3821.400.000	Firefighter Equipment Maintenance Total				<u>13,131.25</u>	<u>0.00</u>	<u>13,131.25</u>
Budget							44,000.00
Expenses without Encumbrances							30,868.75
AA.4310.400.000	Training	2/09/2023		Volunteer Fire Police of NYS Fire Police Training Drake, DeLong, Hoy, Weist	155.00		155.00
AA.4310.400.000	Training Total				<u>155.00</u>	<u>0.00</u>	<u>155.00</u>
Budget							16,000.00
Expenses without Encumbrances							15,845.00

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AA.3820.400.000	Firefighter Equip non-Capital	1/16/2023	22-048	Churchville Fire Equipment Fire extinguisher inspections	3,469.50		4,833.94
AA.3820.400.000	Firefighter Equip non-Capital	2/06/2023	2023.01	EV Warning Systems LLC Vehicle upfit	276.27		5,110.21
AA.3820.400.000	Firefighter Equip non-Capital	2/20/2023	6.9613E+12	Cardmember Services Statement Date: 01/20/2023 ::			
AA.3820.400.000	Firefighter Equip non-Capital	2/20/2023	622703	MyFax; Amazon; Time Warner; 58 Main BBQ; Lowes; Port Pockets & Deli; Walmart; NY Assoc of Fire			
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	203581	Chiefs; Runnings			
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	328837	Advance Auto Parts RX Weather Armor	34.82		5,145.03
AA.3820.400.000	Firefighter Equip non-Capital	2/20/2023	203030	Landpro Equipment Chainsaw repair	152.47		5,297.50
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	203581	Churchville Fire Equipment Replacement elbow	150.98		5,448.48
AA.3820.400.000	Firefighter Equip non-Capital	3/06/2023	328837	Dival Safety Equipment, Inc. Repair Sensit Gold GZ	262.00		5,710.48
AA.3820.400.000	Firefighter Equip non-Capital Total				<u>5,710.48</u>	<u>0.00</u>	<u>5,710.48</u>
Budget							44,000.00
Expenses without Encumbrances							38,289.52
AA.3821.400.000	Firefighter Equipment	2/06/2023	203030	Churchville Fire Equipment Pump maintenance	1,894.23		1,894.23
AA.3821.400.000	Firefighter Equipment	2/06/2023	3220035	Dival Safety Equipment, Inc. CALPLUS Calibration	2,876.52		4,770.75
AA.3821.400.000	Firefighter Equipment	2/20/2023	203443	Turnout Express Advanced cleaning	1,430.00		6,200.75
AA.3821.400.000	Firefighter Equipment	3/06/2023	4635	Fletch-Air Systems, Inc. Compressor service	971.75		7,172.50
AA.3821.400.000	Firefighter Equipment	3/06/2023	203623	Turnout Express Advanced cleaning and inspection	1,870.00		9,042.50
AA.3821.400.000	Firefighter Equipment	3/06/2023	2102301	Fire Service Safety Testing, Inc. Ground ladders tested and inspected	852.15		9,894.65
AA.3821.400.000	Firefighter Equipment	3/06/2023	2102302	Fire Service Safety Testing, Inc. Life safety inspections	2,967.60		12,862.25
AA.3821.400.000	Firefighter Equipment	3/06/2023	203687	Turnout Express Pants and boots	269.00		13,131.25
AA.3821.400.000	Firefighter Equipment Maintenance Total				<u>13,131.25</u>	<u>0.00</u>	<u>13,131.25</u>
Budget							44,000.00
Expenses without Encumbrances							30,868.75
AA.4310.400.000	Training	2/09/2023		Volunteer Fire Police of NYS Fire Police Training Drake, DeLong, Hoy, Waist	155.00		155.00
AA.4310.400.000	Training Total				<u>155.00</u>	<u>0.00</u>	<u>155.00</u>
Budget							16,000.00
Expenses without Encumbrances							15,845.00

Brockport Fire District Abstract of Audited Vouchers from 2/21/2023 to 3/06/2023

Claimant

Voucher #	Description	Invoice Date	Invoice	Distribution Acct	A/P Owed	Check #	Chk Date
Voucher Type: Payroll							
ADP	5,340						
03/03	Payroll	2/25/2023	PR 03.03	AA.3405.100.000	316.55	ACH-DD	3/03/2023
03/03	Payroll	2/25/2023	PR 03.03	AA.3410.100.000	561.84	ACH-Tax	3/03/2023
03/03	Payroll	2/25/2023	PR 03.03	AA.3415.100.000	836.75	ACH-Tax	3/03/2023
03/03	Payroll	2/25/2023	PR 03.03	AA.3420.100.000	662.22	ACH-DD	3/03/2023
03/03	Payroll	2/25/2023	PR 03.03	AA.9030.800.000	181.87	ACH-Tax	3/03/2023
03/03	Payroll	2/25/2023	PR 03.03	AA.9050.800.000	78.45	ACH-DD	3/03/2023
03/03	Payroll	2/25/2023	PR 03.03	AA.9055.800.000	-5.74	ACH-DD	3/03/2023
ADP Total					<u>2,631.94</u>		
Total for Voucher Type: Payroll					2,631.94		
Voucher Type: Prepaid							
AT&T Mobility	5,308						
2/04/2023	Telephone Jan-Feb 2023	2/04/2023	287302269023x021	AA.3740.400.000	208.85	ACH	2/23/2023
AT&T Mobility Total					<u>208.85</u>		
SIPTrunk, Inc.	5,311						
3/01/2023	Telephone	3/01/2023	37522543	AA.3740.400.000	83.42	ACH	3/01/2023
SIPTrunk, Inc. Total					<u>83.42</u>		
Time Warner Cable BC	5,307						
2/14/2023	Cable Feb Mar 2023 Station 2	2/14/2023	144052801021423	AA.3745.400.000	139.98	ACH	2/23/2023
2/21/2023	Cable Feb Mar 2023 Station 1	2/21/2023	141716501022123	AA.3745.400.000	46.48	ACH	3/01/2023
2/21/2023	Cable Feb Mar 2023 Station 5	2/21/2023	144395501022123	AA.3745.400.000	139.98	ACH	3/01/2023
Time Warner Cable BC Total					<u>326.44</u>		
Total for Voucher Type: Prepaid					618.71		
Voucher Type: Regular							
Alliance Door and Hardware, Inc.	5,328						
2/17/2023	Repaired operator	2/17/2023	231644	AA.3720.400.000	290.00		
Alliance Door and Hardware, Inc. Total					<u>290.00</u>		
Churchville Electric, Inc.	5,319						
2/13/2023	Install new exterior wall pack and interior spotlight	2/13/2023	4445	AA.3720.400.000	522.50		
Churchville Electric, Inc. Total					<u>522.50</u>		
Churchville Fire Equipment	5,312						
2/14/2023	Replacement elbow	2/14/2023	203581	AA.3820.400.000	150.98		

Brockport Fire District Abstract of Audited Vouchers from 2/21/2023 to 3/06/2023

Claimant	Invoice Date	Invoice	Voucher # Description	Distribution Acct	A/P Owed	Check #	Chk Date
Churchville Fire Equipment Total	2/14/2023	203582	Coats and pants	AA.4025.200.000	32,691.15 32,842.13 ✓		
CopierFax Business Technologies,	2/22/2023	782597	5,327 copier usage - 01/15/23 - 02/14/23	AA.3635.400.000	66.17 66.17 ✓		
CopierFax Business Technologies, Inc. Total							
De Lage Landen Financial Services,	2/25/2023	79109062	5,335 Copeir lease - 02/15/23 - 03/14/23	AA.3635.400.000	145.44 145.44 ✓		
De Lage Landen Financial Services, Inc. Total							
Dival Safety Equipment, Inc.	1/27/2023	3210489	5,316 Scott NXG2 4500PSI	AA.4025.200.000	12,877.50		
	2/16/2023	328837	Repair Sensit Gold G2	AA.3820.400.000	262.00 13,139.50 ✓		
Dival Safety Equipment, Inc. Total							
Fire Districts of NY Mutual Ins., Inc.	3/01/2023	1-FPHFC-	5,317 Workers Comp - 4th installment	AA.3640.400.000	182.00		
	3/01/2023	1-FPI-VF-	Volunteer Firefighters Benefits policy - 4th	AA.3640.400.000	17,744.00 17,926.00 ✓		
Fire Districts of NY Mutual Ins., Inc. Total							
Fire Service Safety Testing, Inc.	2/10/2023	2102301	5,337 Ground ladders tested and inspected	AA.3821.400.000	852.15		
	2/10/2023	2102302	Life safety inspections	AA.3821.400.000	2,967.60 3,819.75 ✓		
Fire Service Safety Testing, Inc. Total							
Fletch-Air Systems, Inc.	2/06/2023	4635	5,313 Compressor service	AA.3821.400.000	971.75 971.75 ✓		
Fletch-Air Systems, Inc. Total							
Garland Technologies, LLC	2/28/2023	1614	5,333 Monthly support contract	AA.3620.400.000	8,250.00 8,250.00 ✓		
Garland Technologies, LLC Total							
Jim's Service	2/23/2023	32031	5,336 2004 Pierce Pumper - Power steering and coolant	AA.3910.400.000	629.29 629.29 ✓		
Jim's Service Total							
Landpro Equipment	2/09/2023	2520921	5,318 workshop invoice	AA.3720.400.000	152.47 152.47 ✓		
Landpro Equipment Total							
Monroe County Fire District Officer	2/18/2023	2023.02	5,329 Meeting at Double Tree	AA.3510.400.000	134.00 134.00 ✓		
Monroe County Fire District Officer Asso Total							
Monroe Cty 2nd Battalion Line	2/15/2023	23-01	5,324 2023 membership dues	AA.3515.400.000	225.00 225.00 ✓		
Monroe Cty 2nd Battalion Line Officers Total							

Brockport Fire District Abstract of Audited Vouchers from 2/21/2023 to 3/06/2023

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	AP Owed	Check #	Chk Date
Northern Star Medical Billing and Physicals	1/31/2023	7464	5,326	Physicals	AA.3615.400.000	100.00		
	2/28/2023	7653		Physicals	AA.3615.400.000	172.00		
				Northern Star Medical Billing and Collections Total		<u>272.00</u>		
Triple-O Mechanical	2/27/2023	71228050	5,334	Preventative maintenance	AA.3720.400.000	215.00		
				Triple-O Mechanical Total		<u>215.00</u>		
Turnout Express	2/17/2023	203623	5,314	Advanced cleaning and inspection	AA.3821.400.000	1,870.00		
	2/22/2023	203687		Pants and boots	AA.3821.400.000	269.00		
				Turnout Express Total		<u>2,139.00</u>		
Uniform Express	2/15/2023	49036	5,322	Engraved badges	AA.3830.400.000	298.50		
	2/15/2023	49037		PROPPER Polo shirts; dress cap badge	AA.3830.400.000	566.05		
	2/15/2023	49038		Job shirt; jacket; name plate	AA.3830.400.000	338.00		
	2/15/2023	49039		Stripes for dress uniform; PROPPER I.C.E polo	AA.3830.400.000	211.45		
				Uniform Express Total		<u>1,414.00</u>		
URMC Dept of Psychiatry	3/01/2023	BFD0323	5,332	EAP services - March 2023	AA.9089.800.000	195.75		
				URMC Dept of Psychiatry Total		<u>195.75</u>		
Total for Voucher Type: Regular						83,349.75		

Total:

Payroll	2,631.94
Vouchers	83,968.46
Total	86,600.40

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	83,968.46
Payroll	2,631.94
Total	86,600.40

3/6/2023
Date

Debra Bax

Debra Bax, Secretary Brockport Fire District

BROCKPORT FIRE DISTRICT

Line Officers Election, Appointment, and Residency Approval Policy

It will be the policy of the Brockport Fire District to approve any and all nominated line officers, elected by the membership, appointed by the Fire Chief, or appointed by the Brockport Volunteer Firefighters Association (the BVFA) Board of Directors.

December Election:

- Recommend that the BVFA follow BVFA By-Laws.
- Names being submitted for approval are considered to be nominees of the BVFA, for appointment as officers.
- Upon completion of the election, the President of the BVFA will forward a list of the names and positions being nominated for the upcoming year. **Included officers and positions are listed as follows:**
 - Fire Chief, Deputy Fire Chief, Assistant Fire Chief, Line Captains, Line Lieutenants, Safety Officers, Fire Police Captain and Fire Police Lieutenants.
- No officer will assume their new role or duties until the approval process/swearing in at the January Fire District Organizational Meeting.
- By District Resolution dated 4/2/2012, the Fire Commission permits the BVFA to hold their Annual Election in December (first Thursday after the first Tuesday), not in April as town and village law state.

Appointments to fill open terms, open positions, and appointed positions:

- Recommend that the BVFA follow BVFA By-Laws.
- Names being submitted for approval are considered to be nominees of the BVFA for appointment as officers.
- Upon completion of a Special Election, or an Appointment by the Board of Directors of the BVFA, the President shall forward the name(s) of the members duly nominated or appointed, for the approval process/swearing in at the next regularly scheduled Board of Fire Commissioners Meeting.
- No officer will assume their new role or duties until the approval process/swearing in has taken place.

It will be the policy of the Brockport Fire District that all officers nominated, elected, or appointed will reside in the Brockport Fire District at the time of their approval by the Board of Fire Commissioners and maintain a district residence for the duration of their term of office.

Adopted 8/20/2012

Revised 3/6/2023

BROCKPORT FIRE DISTRICT FIRE STATION 1 PARKING POLICY

We obtained two additional response spots (totaling six), a reserved spot for the BVFA president and five spots for general parking for members coming and going from the station – totaling 12 spaces for our use.

CALL RESPONSE RESERVED SPACES – total of six spaces (*west lot, north end*)

- spaces available for **fire and ambulance responders** to park in when arriving at the station for calls and incidents
- these spaces are **not to be used for general parking needs for members coming to the station**
- these spaces are **not to be used by fire district employees, ambulance corps employees or fire/ambulance in-station duty crews**

EXCEPTIONS

- on fire department meeting and drill nights, members will be allowed to use these spots, as needed
- we regret that we cannot allow the ambulance corps the same privilege, but there is a need for spots for fire responders on ambulance meeting/training nights when there most likely is an ambulance duty crew available and on duty during such meetings

BVFA PRESIDENT’S RESERVED SPOT

- a courtesy spot reserved for the president, similar to the chief’s spaces on the truck ramp

GENERAL FIRE DEPARTMENT PARKING ONLY – total of five spaces (*4 - south side of station and 1 – SW side*)

- for use by fire personnel when coming and going from the station, for whatever reason
- can be used for call response when open
- they should be used by FD personnel when bunking-in overnight
- overnight parking, on the nights the lot is closed, need to have a FD sticker affixed to their vehicle, to help the police identify that you are a firefighter, in order to avoid a ticket or being towed
- members will not leave their vehicles in these spaces, when leaving the station, for reasons other than calls or incidents
- they are not to be used by fire district employees, ambulance corps employees or fire/ambulance in-station duty crews
- during snow events, to facilitate snow removal, members are asked to park against the building when possible

APPARATUS RAMP PARKING

- members are strongly urged **NOT** to park on the truck ramp for calls and incidents, as this practice is an accident waiting to happen
- for normal, routine runs, there is plenty of on-street parking and reserved spot parking, especially during the overnight hours – adjacent parking areas can be used

Adopted 11/18/13 Revised 1/20/14 No longer using this Policy 3/6/2023

**BROCKPORT FIRE DISTRICT
LEGAL NOTICE**

RESOLUTION 2023-25

Gladiator Hose and Miscellaneous Nozzles

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District on March 6, 2023

Resolution to expend from the “Brockport Fire District Vehicle and Equipment Capital Reserve Fund” for the purchase of Gladiator Hose and Miscellaneous Nozzles.

WHEREAS, that pursuant to Section §6-g of the General Municipal Law, the Brockport Fire District does hereby establish the “ Brockport Vehicle and Equipment Reserve Fund”, a capital reserve fund, to finance the cost of acquisition of replacement fire fighting vehicles or the acquisition of additional fire fighting vehicles needed to add to the existing fleet of fire fighting vehicles of the Brockport Fire District including, but are not limited to, ladder trucks, pumpers, tankers, rescue vehicles, squads and vans, and that this reserve fund includes acquisition of new or used replacement equipment and apparatus for these fire fighting vehicles, including but not limited to ladders, pumps, hose, nozzles, light bars or any other equipment necessary to make the vehicle functional for its intended purpose.

WHEREAS, there is a need to replace the current hose and nozzles, which are nearing their end of life for service, with the new modern Gladiator Hose and accompanying nozzles. Our current hose is lower end and kinks extremely easily while flowing and manipulating the lines which can reduce gallons per minute. The new Gladiator hose performs well at high or low pressure and has a smooth and enhanced waterway for better flow and less kinking. Additionally, the new Gladiator Hose will come in 50’ lengths as opposed to our current 100’ lengths which will make it lighter and easier to roll and pick up after a call. The new nozzles are compatible with the Gladiator Hose and will be a change from the automatic nozzles that are currently being used to primarily all smoothbore and fixed gallonage nozzles.

WHEREAS, the purchase of the hose and nozzles is to be financed from monies in the above-referenced “Brockport Fire District Vehicle and Equipment Capital Reserve Fund”, and it is the purpose of said capital reserve fund to fund the acquisition and purchase of such equipment by the Fire District;

NOW BE IT RESOLVED THAT, the Brockport Fire District is hereby authorized to expend from the “Brockport Fire District Vehicle and Equipment Capital Reserve Fund” an amount not to exceed \$80,000 for the purpose of the acquisition of Gladiator Hose and Miscellaneous Nozzles.

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: March 6, 2023

Debra L. Bax, Secretary

Board of Fire Commissioners

Brockport Fire District

**BROCKPORT FIRE DISTRICT
LEGAL NOTICE**

RESOLUTION 2023-26

Purchase John Deere S130 Lawn Tractor

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District on March 6, 2023

Resolution to expend from the “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund” for the purchase of a John Deere S130 Lawn Tractor.

WHEREAS, pursuant to §6-g of the General Municipal Law, the Brockport Fire District, Towns of Sweden and Clarkson, County of Monroe, State of New York, did establish the “Brockport Miscellaneous Equipment and Furnishings Capital Reserve Fund”, a capital reserve fund to finance the cost of acquisition or replacement of miscellaneous equipment and furnishings utilized in the operation of the Brockport Fire District, including, but not limited to, furnishings and furniture for the fire stations, miscellaneous incidental equipment required to maintain the fire district’s facilities and other non-firefighting equipment and furnishings that are included in the definition of capital as set forth in General Municipal Law §6-g but not within the purposes of the other Brockport Fire District §6-g Capital Reserve Funds.

WHEREAS, there is a need to replace the current lawn tractor, due to numerous maintenance issues, for maintaining the lawn at Brockport Fire District Station 5, located at 80 Owens Road, Brockport NY 14420,

WHEREAS, the purchase of the John Deere S130 Lawn Tractor is to be financed from monies in the above-referenced “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund”, and it is the purpose of said capital reserve fund to fund the acquisition and purchase of such equipment by the Brockport Fire District;

NOW BE IT RESOLVED THAT, the Brockport Fire District is hereby authorized to expend from the “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund” an amount not to exceed \$3,000 for the purpose of the acquisition of the John Deere S130 Lawn Tractor

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: March 6, 2023

Debra L. Bax, Secretary, Board of Fire Commissioners
Brockport Fire District
PO Box 131
38 Market Street
Brockport NY 14420