

Brockport Board of Fire Commissioners
Regular Meeting
October 15, 2024 7:00 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Present: Commissioners Patricia Connors, Allyn Hammel, Bill Bird, Mike Koss, David Georgiev; Secretary Debra Bax; Treasurer Debra Kuhn; Assistant Chief Adam Leggett; Attorney Ray DiRaddo

Others Present: None

Excused: Chief Jose Medina, Deputy Chief Tim Smith

Regular Meeting called to order by Chairwoman Connors at 7:00 pm.

Pledge Moment of Silence.

Approval of September 16, 2024 Regular Meeting Minutes

Motion by Commissioner Georgiev seconded by Commissioner Hammel to approve with 3 corrections. **5 Yes 0 No**

BVFA - nothing

Assistant Chief's Report

- See submitted report.
- Nothing from Chief Medina or Deputy Chief Tim Smith.
- Sending a pumper to Canandaigua as 2 members (Matt DeLucia and Mike McCracken) will be completing their IFO Class in 2 weeks.
- Turnout gear was delivered.
- Youth Protection on-line training is available for free through the Scouts website. Will make this part of the mandatory trainings.
- Good Night Lights will be December 11 and 18, 2024 this year.

Motion by Commissioner Hammel seconded by Commissioner Koss to accept the Chief's Report. **5 Yes 0 No**

Treasurer's Report

- Reviewed submitted reports.
- Discussion regarding department clothing. Treasurer Kuhn indicated that any bills that come in and have a member's name on the clothing that is being purchased that she pays that. General invoices for T Shirts, ball caps, etc. are forwarded to the BVFA.
- Roofing at Station 2 – no bill has been received yet. Commissioner Georgiev will ask for the bill and will look at the work that was completed.

Motion by Commissioner Georgiev seconded by Commissioner Hammel to accept the Treasurer's Reports. **5 Yes 0 No**

RESOLUTION: 2024-44

Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer \$57,096.02 from the Buildings and Facilities Capital Reserve Fund for the paving at Station 3; \$49,561.78 for the regular bills and \$2,919.65 for payroll from the General Fund Savings Account and deposit all into the General Fund Checking Account to pay the bills totaling \$109,577.45.

Motion by Commissioner Hammel seconded by Commissioner Koss to approve. **5 Yes 0 No**

Secretary's Report

- Annual Election
 - Recommended Election Inspectors for this year; Gordon Bemis, Lynn Rawleigh, and possibly Phyllis Brudz. Lynne Hammel will be an alternate if Phyllis Brudz is not available.

Motion by Commissioner Bird seconded by Commissioner Georgiev to approve the Election Inspectors as noted with a compensation of \$75 each. **5 Yes 0 No**

- Civil Service
 - Will remove Justin Bradshaw from our Civil Service list. Secretary Bax inquired if we could purchase a gift certificate for Justin since he had been paying the fee for our calendar and did not want any reimbursement.

Motion by Commissioner Bird seconded by Commissioner Hammel to approve the purchase of a \$100 gift certificate from Wegmans for Justin Bradshaw. **5 Yes 0 No**

Note: Secretary Bax will take care of getting the gift certificate.

- Personnel Files
 - Continuing to organize. Thank you to Commissioner Bird and those helping him to set up a records area in the former radio room.
- Cancer Benefit Documentation
 - Working on the files. The insurance company will request information in October and OFPC documentation is due December 1 of each year.
- Procurement and Credit Card Policies
 - The committee (Pat Connors, Deb Bax, Allyn Hammel, Adam Leggett, and Debra Kuhn) will meet on Thursday, October 31, 2024 at 9:00 am at Station 1.

RESOLUTION 2024-45

Adopt 2025 Budget

BE IT RESOLVED that the Board of Fire Commissioners of the Brockport Fire District adopts the Proposed 2025 Budget as presented by Treasurer Kuhn at the October 15, 2024 Budget Hearing.

Commissioner Connors	Yes	Commissioner Georgiev	Yes
Commissioner Hammel	Yes	Commissioner Koss	Yes
Commissioner Bird	Yes		

New/Old Business/Commissioner Reports

- Discussion regarding roofing at Station 3 and Station 1. Treasurer Kuhn inquired if we should be focusing on Station 1 roofing. Commissioner Hammel indicated that the inspection by Passero Associates indicated that there did not appear to be any structural issues at Station 1 at this time.
- Boy Scouts completed the project at Station 5. Commissioner Koss indicated that, at some point, a plaque could be presented for the work that was done. Commissioner Koss indicated that an SOP should be in place before the training area inside at Station 5 is used.
- Brief discussion regarding Honeoye Falls Fire Department and paid per call for members.

Motion by Commissioner Bird seconded by Commissioner Georgiev to adjourn Regular Session and move to Executive Session for discussion under Public Officers Law Article 7

Section 105 (1) h. **5 Yes 0 No**

Moved to Executive Session at 7:55 pm.

Motion by Commissioner Bird seconded by Commissioner Hammel to adjourn Executive Session and move back to Regular Session.

Moved back to Regular Session at 8:15 pm.

As there was no further business to come before the Board, Commissioner Bird made a motion to adjourn the meeting, seconded by Commissioner Koss. **5 Yes 0 No**

Meeting adjourned at 8:16 pm.

Respectfully submitted,
Debra L. Bax, Secretary
Brockport Fire District



Brockport Fire District (Tentative) Meeting Agenda

October 15, 2024

6:30 PM

1. Pledge of Allegiance by all present at 6:30 PM.
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. Open Public Hearing for the 2025 Proposed Budget of the Brockport Fire District.
4. Resume regular meeting (at 7:00 PM)
5. Approval of Minutes from the Regular Meeting of September 16.
6. BVFA representative
7. Chief's Reports *
8. Treasurer's Report:
 - Semi-Monthly Report
 - Payment of Bills *
9. Secretary's Report:
 - Annual Election – Appoint Election Inspectors
 - Civil Service – remove Justin Bradshaw
 - Personnel files
 - Cancer Benefit Documentation
 - Procurement/Credit Card Policies – schedule next meeting
10. New/Old Business/Commissioner Reports:
 -
11. Attorney Ray DiRaddo –
12. Executive Session – Yes. * (Article 7, Section 105(1)(h) – regarding the proposed acquisition, sale or lease of real property.)
13. Motion to adjourn.

(*Motion to approve)



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: 10/15/24

Apparatus Maintenance: Per Mike Henry's report.

Equipment:

Turnout gear- All sets of gear for 2024 have been delivered.

Lucas CPR Machine- The Exempts are considering purchasing and donating a Lucas Machine to the district. At this time we do not expect to move forward on this as the stipulation was placed on the district that money be budgeted for 2026 to purchase a second Lucas machine. It is the general consensus that operationally it is not necessary for us to have two devices and would therefore not be a proper use of district funding. The idea of the gift from the exempts is appreciated.

2347 Electric chainsaw- a 20" bar Dewalt 60V flex chainsaw has been placed in service on the 2347 trailer. Please take some time to get familiar with it. This will be used for clearing trails for the UTV as needed.

Personnel:

Recruitment and Retention- Any ideas are welcome. All members are welcome to attend the RR meetings.

Bunk-In/Live-In Program:

MCC- Nothing new

Grant- Nothing new

Junior/Youth FFs-

The Juniors group will be meeting to finalize the policies soon. One of the new things that will be expected with this is that all members will need to take youth protection training. The details on this are being worked out, but it will be mandatory just like the harassment training.



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 Active Personnel Status

Officers	Interior FF	Exterior FF	Recruits	Fire Police	EMT/CFR
9	20	3	16	8	16 EMT 2CFR

2 FF on leave.

Details

Oct. 16, Bkpt. School House Driver + 1 9:30

Oct. 18, Bkpt. School House Full Crew 9:30

Oct 25th -17:00 Midnight Madness

Oct 27- vets club trunk or treat 1-3pm

Physicals 2024

Completed. Follow ups are being completed case by case.



Brockport Fire District

38 Market Street • P. O. Box 131

Brockport, NY 14420

Chief: Jose Medina

Deputy Chief: Tim Smith

Assistant Chief: Adam Leggett

Point Requirements:

Interior Fire/FP and Exterior Fire/FP:

0-4 years of service:

59 Total points plus training hours; 55 Alarm points; 4 Association meetings; 30 Training hours.

5-9 years of service:

49 Total points plus training hours; 45 Alarm points; 4 Association meetings; 30 Training hours.

10-14 years of service:

39 Total points plus training hours; 35 Alarm points, 4 Association meetings, 30 Training hours.

15-19 years of service:

29 Total points plus training hours; 25 Alarm points, 4 Association meetings, 30 Training hours.

Life members (Interior Fire/FP, Exterior Fire/FP)

20 years of service and above:

24 Total points plus training hours; 20 Alarm points; 4 Association meetings; 30 Training hours.

**Brockport Fire
District**

Deb Bax <dbax@brockportfire.org>

Status

Michael Henry <mhenry@brockportfire.org>

Wed, Oct 9, 2024 at 8:11 AM

To: Active Members <active@brockportfire.org>, District Executive Board <districtexecutiveboard@brockportfire.org>

10/09/2024

Out of service

- **P-233** broken shock, Jim's removed damaged shock and ordered replacement ETA by the end of week.
- **P-235** - Out of service for accident damage, at Firematic for repair.
 - Firematic is waiting on parts from Pierce (door, ladder rack etc.)
 - Firematic has torn down the rest of the truck to be ready for parts
 - No ETA has been established as of yet dependent on receipt of parts

Current issues with equipment:

- **Q-230** -
 - Officers side handle by rear step is scraped up but working. Will have replaced on next maintenance.
- **P-232** - DEF Tank was loose has a temporary fix, Firematic waiting on parts
- **P-235** - On hold
 - Officers side scene light not working, unrepairable needs to be replaced
 - Officers side inlet missing handle
 - Manifolds leak
- **P-234** -
 - Small Leak from front suction drain, EVS scheduling for this weekend.
- **R-238** -
 - The camera is in bad shape and needs to be replaced. EVS scheduling for this weekend
 - Small leak from passenger front Hurst tool controller. EVS needs to investigate who should repair.

Inspections scheduled:

- **P-234** Pump Service and Testing Wednesday 10/16
- **P-233** Pump Service and Testing Thursday 10/17

Completed



Notes:

Future Maintenance:

- R-238 - Submitted a paint warranty claim to Rosenbauer on body issues on the Officers side
- P-233 and P-234 to be pumped tested in early October

Other notes:

- Autumn Woods has a Knox Box on the front door area of the Community Center on Sunset Center Dr.
- Pumpers will be rotated next week after pump testing.

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**

Deb Bax <dbax@brockportfire.org>

Status

1 message

Michael Henry <mhenry@brockportfire.org>

Tue, Oct 1, 2024 at 1:00 PM

To: Active Members <active@brockportfire.org>, districtexecutiveboard@brockportfire.org

10/01/2024

Out of service

- **P-235** - Out of service for accident damage, at Firematic for repair.
 - Firematic is waiting on parts from Pierce (door, ladder rack etc.)
 - Firematic has torn down the rest of the truck to be ready for parts
 - No ETA has been established as of yet dependent on receipt of parts

Current issues with equipment:

- **Q-230** -
 - Officers side handle by rear step is scraped up but working. Will have replaced on next maintenance.
- **P-232** - DEF Tank was loose has a temporary fix, Firematic waiting on parts
- **P-235** - On hold
 - Officers side scene light not working, unrepairable needs to be replaced
 - Officers side inlet missing handle
 - Manifolds leak
- **P-234** -
 - Small Leak from front suction drain, EVS ordered a new drain
- **R-238** -
 - The camera is in bad shape and needs to be replaced. EVS ordered a part, still waiting.
 - Small leak from passenger front Hurst tool controller. EVS needs to investigate who should repair.
- **R-2328** - oil leak issue

Inspections scheduled:

Completed

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Notes:

Future Maintenance:

- R-238 - Submitted a paint warranty claim to Rosenbauer on body issues on the Officers side
- P-233 and P-234 to be pumped tested in early October

Other notes:

- Autumn Woods has a Knox Box on the front door area of the Community Center on Sunset Center Dr.

Mike Henry

Administrative Assistant to Chiefs Office

Safety Officer / Past Chief

Brockport Fire District

Office#: 585-637-1036

Mobile#:585-260-6100

Statement of Financial Position by Fund
October 31, 2024

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
Assets			
General Cash			
AA.0200.000.000 Cash, 5-Star	160,399.32	131,694.04	28,705.28
AA.0201.003.000 Cash in Time Deposits, Gifts & Donations, NYClass	56,119.02	53,650.34	2,468.68
AA.0201.004.000 Cash in Time Deposits, General, NYCLASS (004)	724,547.36	441,970.06	282,577.30
	<u>941,065.70</u>	<u>627,314.44</u>	<u>313,751.26</u>
Reserves			
AA.0230.001.000 Cash Specl Reserve, Command Vehicles, 5-Star	0.00	73,683.32	(73,683.32)
AA.0230.005.000 Cash Special Reserve, Communication Equip, 5-Star	3,998.96	42,116.55	(38,117.59)
AA.0230.006.000 Cash Special Reserve, Repair, 5-Star	0.00	1.21	(1.21)
AA.0230.007.000 Cash Special Reserve, Misc, 5-Star	0.00	0.04	(0.04)
AA.0232.001.000 Cash Reserve, Buildings & Facilities (0001), NYClass	837,961.28	954,254.82	(116,293.54)
AA.0232.002.000 Cash Reserves, Vehicle & Equip (0002), NYClass	570,853.67	608,206.07	(37,352.40)
AA.0232.005.000 Cash Reserve, Communications Equip NYCLASS (005)	65,176.11	25,329.53	39,846.58
AA.0232.006.000 Cash Reserve Misc Equip, NYCLASS (006)	175,634.71	169,892.81	5,741.90
AA.0232.007.000 Cash Reserve, Command Vehicles, NYCLASS (007)	29,532.20	0.00	29,532.20
AA.0232.008.000 Cash Reserves, Repairs, NYCLASS (008)	52,965.57	50,703.53	2,262.04
	<u>1,736,122.50</u>	<u>1,924,187.88</u>	<u>(188,065.38)</u>
Other Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Assets	<u>2,677,188.20</u>	<u>2,551,502.32</u>	<u>125,685.88</u>
Liabilities and Net Assets			
Liabilities			
AA.0600.000.000 Accounts Payable	108,355.83	0.00	108,355.83
Total Liabilities	<u>108,355.83</u>	<u>0.00</u>	<u>108,355.83</u>
Net Assets			
AA.0806.000.000 Not in Spendable Form	47,503.88	0.00	47,503.88
AA.0878.000.000 Capital Reserve	1,757,417.00	1,686,454.52	70,962.48
AA.0913.000.000 Committed Fund Balance	61,940.00	272,000.00	(210,060.00)
AA.0917.000.000 Unassigned Fund Balance	135,940.11	44,346.47	91,593.64
Fund Balance - Current Year	566,031.38	548,701.33	17,330.05
Total Net Assets	<u>2,568,832.37</u>	<u>2,551,502.32</u>	<u>17,330.05</u>
Total Liabilities and Net Assets	<u>2,677,188.20</u>	<u>2,551,502.32</u>	<u>125,685.88</u>

Statement of Activity - MTD and YTD by Classification
October 31, 2024

	Actual	Actual	Budget	Variance	YTD % of 10 months =	Comments
Revenues					83.33%	
AA.1001.000.000 Real Property Taxes	0.00	1,463,616.15	1,463,606.00	(10.15)	(100.00)	
AA.1081.000.000 Other Payments In Lieu of Taxes	0.00	941.00	900.00	41.00	(104.56)	
AA.2401.000.000 Interest And Earnings	0.00	81,642.17	0.00	81,642.17	0.00	
AA.2680.000.000 Insurance Recoveries	0.00	5,119.28	0.00	5,119.28	0.00	
AA.2705.000.000 Gifts And Donations	0.00	75.00	0.00	75.00	0.00	
AA.2770.000.000 Unclassified (specify)	0.00	130.33	0.00	130.33	0.00	
Total Revenues	0.00	1,551,523.93	1,464,506.00	86,997.93	(105.94)	
Expenses						
Personnel Expenses						
AA.3405.100.000 Treasurer	0.00	5,371.14	12,039.00	(6,667.86)	44.61	Note Oct payroll will be in next report
AA.3410.100.000 Secretary	0.00	10,995.11	15,046.00	4,050.89	73.08	
AA.3415.100.000 Event Reporting/Administrative	0.00	21,170.44	46,237.00	25,066.56	45.79	
AA.3420.100.000 Custodial	0.00	13,541.71	17,489.00	3,947.29	77.43	
Total Personnel Expenses	0.00	51,078.40	90,811.00	26,396.88	56.25	
Contractual Expenses						
AA.1950.400.000 Taxes Assessments Municipal Properties	0.00	781.96	110,900.00	110,118.04	0.71	This includes \$110,000 for fund balance increase
AA.3505.400.000 Office Supplies, Postage	482.80	3,481.18	0.00	(3,481.18)	0.00	
AA.3510.400.000 Travel Expense	0.00	10.22	2,000.00	1,989.78	0.51	
AA.3515.400.000 Association Dues	0.00	1,291.00	2,000.00	709.00	64.55	
AA.3525.400.000 Office Equipment Non-Capital	1,281.55	12,253.86	10,900.00	(1,353.86)	112.42	actual exp
AA.3530.400.000 Election Expenses	0.00	93.90	500.00	406.10	18.78	
AA.3535.400.000 Software	559.96	11,119.74	20,000.00	8,880.26	55.60	
AA.3540.400.000 Public Drill, Parades, Inspect	0.00	8,680.06	9,000.00	319.94	96.45	budget spread
AA.3605.400.000 Accountants	2,526.94	16,207.76	23,000.00	6,792.24	70.47	
AA.3610.400.000 Legal	0.00	5,035.54	10,000.00	4,964.46	50.36	
AA.3615.400.000 Medical (Physicals)	1,444.00	11,934.00	15,000.00	3,066.00	79.56	
AA.3620.400.000 IT Services	9,000.00	94,770.00	108,000.00	13,230.00	87.75	actual exp
AA.3625.400.000 A&E Consulting	0.00	0.00	25,000.00	25,000.00	0.00	
AA.3626.400.000 Marketing Consultants	0.00	14,100.00	14,000.00	(100.00)	100.71	actual exp
AA.3630.400.000 Legal Notices	81.45	1,063.35	1,000.00	(63.35)	106.34	actual exp
AA.3635.400.000 Office & Comp Equip Maint Lease	145.44	2,153.80	2,500.00	346.20	86.15	actual exp
AA.3640.400.000 Insurance	0.00	54,811.67	45,000.00	(9,811.67)	121.80	actual exp
AA.3705.400.000 Electric	2,978.43	12,885.64	17,000.00	4,114.36	75.80	
AA.3710.400.000 Gas	75.80	8,930.92	20,000.00	11,069.08	44.65	
AA.3715.400.000 Water	556.92	3,825.45	4,500.00	674.55	85.01	actual exp
AA.3720.400.000 Repairs & Maintenance	1,640.00	24,166.59	30,000.00	5,833.41	80.56	
AA.3725.400.000 Maintenance Supplies	62.06	659.16	4,000.00	3,340.84	16.48	
AA.3735.400.000 Alarm/Access Systems	0.00	3,736.32	7,200.00	3,463.68	51.89	
AA.3740.400.000 Telephone	1,379.21	15,386.78	20,000.00	4,613.22	76.93	

Statement of Activity - MTD and YTD by Classification
October 31, 2024

	Actual	Actual	Budget	Variance	YTD % of 10 months =	Comments
AA.3745.400.000 Web Site, Internet Access, Cable	1,017.83	9,922.86	15,000.00	5,077.14	66.15	
AA.3750.400.000 Trash Removal	248.16	2,541.98	2,800.00	258.02	90.79 actual exp	
AA.3805.400.000 Radios & Pagers	0.00	5,756.16	5,000.00	(756.16)	115.12 actual exp	
AA.3810.400.000 Hoses (Maint/Test)	0.00	6,726.00	6,000.00	(726.00)	112.10 actual exp	
AA.3820.400.000 Firefighter Equip non-Capital	366.64	36,988.90	45,000.00	8,011.10	82.20	
AA.3821.400.000 Firefighter Equipment Maintenance	0.00	29,190.89	45,000.00	15,809.11	64.87	
AA.3825.400.000 EMS Supplies	513.09	5,702.78	8,000.00	2,297.22	71.28	
AA.3830.400.000 Uniforms	118.95	3,787.15	6,000.00	2,212.85	63.12	
AA.3835.400.000 Fire Police	0.00	3,033.20	4,000.00	966.80	75.83	
AA.3840.400.000 Jr. Firefighters	0.00	0.00	12,100.00	12,100.00	0.00	
AA.3906.400.000 P232 (5366)	0.00	6,075.14	5,000.00	(1,075.14)	121.50 Truck Budget	103,945.00
AA.3910.400.000 P235 (3921)	0.00	1,435.89	5,000.00	3,564.11	28.72 Expenses	82,084.51
AA.3915.400.000 P233 (1151)	938.39	5,206.34	5,000.00	(206.34)	104.13 Variance	21,860.49
AA.3920.400.000 P234 (4651)	1,009.60	7,144.66	5,000.00	(2,144.66)	142.89	
AA.3925.400.000 R238 (2146)	928.69	9,531.81	5,000.00	(4,531.81)	190.64	
AA.3930.400.000 V2317 BFD7 (2364)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3935.400.000 SQ2327 (2161)	0.00	1,290.53	5,000.00	3,709.47	25.81	
AA.3940.400.000 BFD1 (7837)	0.00	1,972.46	5,000.00	3,027.54	39.45	
AA.3945.400.000 BFD2 (2281)	525.80	6,550.16	5,000.00	(1,550.16)	131.00	
AA.3950.400.000 BFD5 (8154)	0.00	2,174.91	10,000.00	7,825.09	21.75	
AA.3951.400.000 BFD7 (8045)	0.00	1,313.64	0.00	(1,313.64)	0.00	
AA.3955.400.000 DOV2337 (2586)	0.00	0.00	5,000.00	5,000.00	0.00	
AA.3960.400.000 Multivehicle	648.41	4,782.04	1,500.00	(3,282.04)	318.80	
AA.3965.400.000 Q230 (0744)	1,072.50	23,039.24	22,000.00	(1,039.24)	104.72	
AA.3971.400.000 BFD6 Utility/Squad (1497)	0.00	647.15	5,000.00	4,352.85	12.94	
AA.3975.400.000 T236 (3541)	0.00	9,882.06	5,000.00	(4,882.06)	197.64	
AA.3980.400.000 BFD3 (7425)	0.00	656.49	5,245.00	4,588.51	12.52	
AA.3981.400.000 BFD4 (7145)	0.00	381.99	5,200.00	4,818.01	7.35	
AA.3985.400.000 Fuel and Oil	0.00	17,531.82	20,000.00	2,468.18	87.66	
AA.4205.400.000 Personnel Rehab Supplies/Equip	1,023.61	8,701.42	7,000.00	(1,701.42)	124.31	
AA.4305.400.000 Public Education	0.00	3,644.71	4,000.00	355.29	91.12	
AA.4310.400.000 Training	0.00	1,318.75	16,000.00	14,681.25	8.24	
Total Contractual Expenses	30,626.23	524,310.03	801,345.00	277,034.97	65.43	
Employee Benefits Expenses						
AA.9030.800.000 Social Security	0.00	3,907.56	4,000.00	92.44	97.69 actual expenses	
AA.9040.800.000 Workers Compensation and VFBL	0.00	65,647.50	80,000.00	14,352.50	82.06	
AA.9050.800.000 Unemployment Insurance	0.00	1,134.25	2,000.00	865.75	56.71	
AA.9055.800.000 Disability Insurance	0.00	221.69	350.00	128.31	63.34	
AA.9089.800.000 EAP/D&D/CANCER	195.75	13,475.95	28,000.00	14,524.05	48.13	
Total Employee Benefits Expenses	195.75	84,386.95	114,350.00	29,963.05	73.80	

Statement of Activity - MTD and YTD by Classification
October 31, 2024

	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>YTD % of</u> 10 months = 83.33%	<u>Comments</u>
Capital Expenses						
AA.3520.200.000 Furniture and Furnishings, Cap Equip Outlay	0.00	12,683.89	0.00	(12,683.89)	0.00	
AA.3525.200.000 Office Equipment, Cap Equip Outlay	0.00	5,750.00	8,000.00	2,250.00	71.88	
AA.4005.200.000 Fire Apparatus, Trucks - Capital	0.00	0.00	329,235.00	329,235.00	0.00	
AA.4007.200.000 Fire Equipment, Capital, Reserve	0.00	375,542.00	12,000.00	(363,542.00)	3,129.52	Covered by 4005 budget
AA.4008.200.000 Fire Equipment, Capital, Non-Reserve	18,739.80	33,739.80	15,000.00	(18,739.80)	224.93	2023 turnout gear charged to 2024
AA.4020.200.000 Command Vehicles - Capital	0.00	13,372.17	0.00	(13,372.17)	0.00	
AA.4025.200.000 Turnout Gear - Capital	0.00	16,405.96	40,000.00	23,594.04	41.01	
AA.4030.200.000 SCBA, Capital	0.00	13,782.29	18,000.00	4,217.71	76.57	
AA.4105.200.000 Station 1 - Market Street	0.00	18,900.00	110,000.00	91,100.00	17.18	
AA.4110.200.000 Station 2 - Lake Road	0.00	0.00	30,000.00	30,000.00	0.00	
AA.4115.200.000 Station 3 - West Ave	57,096.02	57,096.02	77,000.00	19,903.98	74.15	
AA.4120.200.000 Station 5 - Owens Road	0.00	0.00	75,000.00	75,000.00	0.00	
Total Capital Expenses	75,835.82	547,272.13	714,235.00	166,962.87	76.62	
Operating Expenses	30,821.98	# 659,775.38	# 1,006,506.00			
Plus Non Reserve Capital		63,928.05				
Plus Operating Expense Encumbrances		1,342.92	110,000.00			
Less Fund Balance Allocation			896,506.00			
Total Operating		725,046.35	896,506.00		81%	
Capital Expenses		547,272.13	714,235.00			
Plus Capital Expense Encumbrance		0.00				
Less Non Reserve Capital		63,928.05				
Total Capital Expense		483,344.08	714,235.00		68%	
Total Expenses	106,657.80	1,207,047.51	1,720,741.00	500,357.77	70.15	

**Brockport Fire District
 Encumbrance Worksheet 2024
 Requisitions and Approvals not Posted to Expenses
 Oct-24**

Date	Vendor	Requestor	Item	Cost	Comments
10/1/2024	Amazon	Henry	Safety Lights	879.92	
10/2/2024	AED Safety	Henry	Batteries	463.00	
Total				1,342.92	

Encumbrances Capital

Total 0.00

Brockport Fire District Abstract of Audited Vouchers from 9/17/2024 to 10/15/2024

Claimant

<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>AP Owed</u>	<u>Check #</u>	<u>Chk Date</u>
Voucher Type: Payroll							
ADP							
9/21/2024	P.R 9.27	7,533	9/27 Payroll	AA.3405.100.000	336.01	P.R 9.27 DD	9/27/2024
9/21/2024	P.R 9.27		9/27 Payroll	AA.3410.100.000	578.69	P.R 9.27 TAX	9/27/2024
9/21/2024	P.R 9.27		9/27 Payroll	AA.3415.100.000	1,015.04	P.R 9.27 TAX	9/27/2024
9/21/2024	P.R 9.27		9/27 Payroll	AA.3420.100.000	736.00	P.R 9.27 DD	9/27/2024
9/21/2024	P.R 9.27		9/27 Payroll	AA.9030.800.000	203.92	P.R 9.27 TAX	9/27/2024
9/21/2024	P.R 9.27		9/27 Payroll	AA.9050.800.000	55.99	P.R 9.27 TAX	9/27/2024
9/21/2024	P.R 9.27		9/27 Payroll	AA.9055.800.000	-6.00	P.R 9.27 DD	9/27/2024
					<u>2,919.65</u>		
					2,919.65		
ADP Total							
Total for Voucher Type: Payroll							
Voucher Type: Prepaid							
AT&T Mobility							
9/04/2024	287302269023X091	7,528	Telephone Aug Sept 2024	AA.3740.400.000	41.80	ACH	9/30/2024
					<u>41.80</u>		
AT&T Mobility Total							
Casella Waste Services							
10/01/2024	1500889		Trash Removal	AA.3750.400.000	32.99		
10/02/2024	1500888		Trash Removal	AA.3750.400.000	215.17	ACH	10/07/2024
					<u>248.16</u>		
Casella Waste Services Total							
Frontier Communication							
10/02/2024		7,550	Telephone	AA.3740.400.000	52.87	ACH	10/07/2024
10/02/2024			Telephone	AA.3740.400.000	257.58	ACH	10/07/2024
10/02/2024			Telephone	AA.3740.400.000	98.92	ACH	10/07/2024
10/02/2024			Telephone	AA.3740.400.000	135.64	ACH	10/07/2024
10/02/2024			Telephone	AA.3740.400.000	99.53	ACH	10/07/2024
					<u>644.54</u>		
Frontier Communication Total							
RG&E							
9/10/2024		7,532	Gas Aug Sept 2024 Station 5	AA.3710.400.000	6.79	ACH	9/30/2024
9/12/2024			Gas Aug Sept 2024 Station 2	AA.3710.400.000	31.22	ACH	9/30/2024
9/12/2024			Gas Aug Sept 2024 Station 3	AA.3710.400.000	37.79	ACH	9/30/2024
					<u>75.80</u>		
RG&E Total							
SIPTrunk, Inc.							
10/01/2024	37712401	7,529	Telephone Oct 2024	AA.3740.400.000	85.03	ACH	10/01/2024
					<u>85.03</u>		
SIPTrunk, Inc. Total							

Brockport Fire District Abstract of Audited Vouchers from 9/17/2024 to 10/15/2024

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	AP Owed	Check #	Chk Date
Time Warner Cable BC	9/07/2024	142100701090724	7,522	Cable Sept Oct 2024 Station 1	AA.3745.400.000	538.00	ACH	10/01/2024
	9/07/2024	144052701090724		Cable Sept Oct 2024 Station 3	AA.3745.400.000	149.98	ACH	10/01/2024
	9/14/2024	144052801091424		Cable Sept Oct 2024 Station 2	AA.3745.400.000	77.03	ACH	10/01/2024
	9/21/2024	141408401092124		Cable Sept Oct 2024 Station 3	AA.3745.400.000	46.67	ACH	10/01/2024
	9/21/2024	141716501092124		Cable Sept Oct 2024 Station 1	AA.3745.400.000	56.17	ACH	10/01/2024
	9/21/2024	144395501092124		Cable Sept Oct 2024 Station 5	AA.3745.400.000	149.98	ACH	10/01/2024
Time Warner Cable BC Total						1,017.83		
Verizon Wireless	9/23/2024		7,549	Telephone Aug Sept 2024	AA.3740.400.000	607.84	ACH	10/07/2024
Verizon Wireless Total						607.84		
Total for Voucher Type: Prepaid						2,721.00		
Voucher Type: Regular								
Board of Water Commissioners								
	10/01/2024	OM2-400011.01	7,570	Water usage - Station #3	AA.3715.400.000	24.14		
	10/01/2024	OM2-400013.01		Water usage - Station #1	AA.3715.400.000	104.11		
	10/01/2024	OM2-400016.01		Water usage - Station #5	AA.3715.400.000	221.93		
Board of Water Commissioners Total						350.18		
C & A Pavement Marking Inc.								
	9/24/2024	10067	7,538	Monroe County Contract #0418-23	AA.4115.200.000	400.00	As	
C & A Pavement Marking Inc. Total						400.00		
Cardmember Services								
	9/20/2024	2024.09	7,534	Statement date 08.22.2024- 9.20.2024	AA.3535.400.000	12.00		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3505.400.000	181.24		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3505.400.000	19.28		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3505.400.000	50.99		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.4205.400.000	59.40		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.4205.400.000	106.46		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.4205.400.000	150.34		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.4205.400.000	120.11		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.4205.400.000	369.51		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3525.400.000	-225.49		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3525.400.000	1,031.28		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3505.400.000	20.99		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3505.400.000	227.77		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3960.400.000	17.07		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3825.400.000	495.59		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3725.400.000	62.06		
	9/20/2024	2024.09		Statement date 08.22.2024- 9.20.2024	AA.3820.400.000	366.64		
Cardmember Services Total						3,065.24		
Crystal Rock Water								
	9/21/2024	21179939 092124	7,539		AA.4205.400.000	217.79		
Crystal Rock Water Total						217.79		

Brockport Fire District Abstract of Audited Vouchers from 9/17/2024 to 10/15/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u> <u>Description</u>	<u>Distribution Acct</u>	<u>AP Owed</u>	<u>Check #</u>	<u>Chk Date</u>
<u>De Lage Landen Financial Services,</u>	10/02/2024	83104279	7,563 Service Period 10/15/2024-11/14/2024	AA.3635.400.000	145.44		
<u>De Lage Landen Financial Services, Inc. Total</u>					145.44		
<u>Dival Safety Equipment, Inc.</u>	9/18/2024	3560800	7,546 Fire dex Quote FF Spe	AA.4008.200.000	18,739.80		Turn out
<u>Dival Safety Equipment, Inc. Total</u>					18,739.80		
<u>Donegal Construction Company</u>	9/04/2024	37538	7,574 Milling Machine	AA.4115.200.000	2,542.50		
<u>Donegal Construction Company Total</u>					2,542.50		
<u>Firematic Supply Company, Inc</u>	9/05/2024	213293	7,544 Apparatus testing	AA.3965.400.000	1,072.50		
<u>Firematic Supply Company, Inc. Total</u>					1,072.50		
<u>Gartland Technologies, LLC</u>	9/30/2024	1927	7,541 Monthly Support Contract	AA.3620.400.000	9,000.00		
	9/30/2024	1927	Monthly Support Contract	AA.3535.400.000	547.96		
	9/30/2024	1927	Monthly Support Contract	AA.3525.400.000	247.99		
<u>Gartland Technologies, LLC. Total</u>					9,795.95		
<u>Iroquois Rock Products Inc.</u>	9/14/2024	1174506	7,537 Stone and Material	AA.4115.200.000	764.92		
	9/14/2024	1174573	Stone and Material	AA.4115.200.000	614.34		
	9/21/2024	1176917	Asphalt	AA.4115.200.000	14,680.05		
	9/28/2024	1177836	Stone - IRP Brockport/Colby	AA.4115.200.000	506.48		
<u>Iroquois Rock Products Inc. Total</u>					16,565.79		
<u>Jackson Welding & Gas Products</u>	9/26/2024	0070043229	7,562 Refill of OXYADM & OGYGEN USP Medical	AA.3825.400.000	17.50		
<u>Jackson Welding & Gas Products Total</u>					17.50		
<u>Jim's Service</u>	9/20/2024	33436	7,577 R238 Maintenance	AA.3925.400.000	928.69		
	9/24/2024	33440	2009 E One - Pumper	AA.3920.400.000	1,009.60		
	9/27/2024	33447	2020 Pierce- Sabre Maint	AA.3915.400.000	938.39		
<u>Jim's Service Total</u>					2,876.68		
<u>Local Government Support Services</u>	8/01/2024	1293	7,576 Annual Accounting Support Aug 2024	AA.3605.400.000	1,263.47		
	10/01/2024	1357	Annual Accounting Support Oct 2024	AA.3605.400.000	1,263.47		
<u>Local Government Support Services LLC Total</u>					2,526.94		
<u>Monroe County Water Authority</u>	9/24/2024	79872 2024.09	7,560 Service Period 06/12/2024-09/12/2024	AA.3715.400.000	206.74		
<u>Monroe County Water Authority Total</u>					206.74		
<u>NAPA Auto Parts</u>	9/05/2024	081909	7,566 Window Cleaner - 1 Case	AA.3960.400.000			131.84

Brockport Fire District Abstract of Audited Vouchers from 9/17/2024 to 10/15/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Check #</u>	<u>Chk Date</u>
Westside News, Inc.	9/29/2024	139567	7,559	Legal Notice - Oct 15 - Public Hearing on Budget	AA.3630.400.000	81.45		
Westside News, Inc. Total						81.45		
Total for Voucher Type: Regular						103,936.80		

Total:

Payroll 2,919.65
 Vouchers 106,657.80
 Total 109,577.45

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:

Building Rsv (Legal Notice)
 General
 Payroll
 Total

57,096.02 - Sta 3 Payroll
 49,561.78
 2,919.65
 109,577.45

10/15/24
 Date

Debra B. Bax

Debra Bax, Secretary Brockport Fire District



Brockport Fire District Adopted 2025 Budget

Presented by:
Debra Kuhn, Treasurer



Tax Cap Limits and Rates

- Tax levy remains within the tax cap
- Allowable levy growth factor – 2%
- Tax base growth factor– .0115%
- Allowable tax levy - \$1,509,134
- Fund balance has not been appropriated to reduce the tax levy
- Tax Rate Per Thousand Comparison by Year

Tax Year	Total Valuation	Tax Levy	x 1000	Tax Rate Per Thousand
2022	1,189,854,734	1,372,493	1000	\$1.15
2023	1,362,884,173	1,416,179	1000	\$1.04
2024	1,485,611,068	1,463,606	1000	\$0.99
2025	\$1,632,628,813	\$1,509,134	1000	\$0.92

Formula per NYS OSC

Tax Levy/Total Valuation x 1000 = Tax Rate Per Thousand

Expenses of Note 2025

- Purchase of Pumper to replace Truck 235, initial payment completed in 2024. Expected delivery January 2025.
- All Capital purchases over \$5000 per piece to come from reserve funds after completed resolution for permissive referendum.
- Award of \$490,500 for development of a Bunk In Program, thorough a 5 year Local Government Efficiency Grant.

Brockport Fire District Fund Balances as of August 31, 2024

Accounts	Balance
AA.0201.000.000 General Fund	\$764,227
AA.0200.000.000 General Fund Checking Account	\$149,253
AA.0201.001.000 Gifts & Donations	\$56,119
AA.0230.001.000 Command Vehicle Reserve	\$29,532
AA.0230.002.000 Vehicle & Equipment Reserve	\$577,603
AA.0230.004.000 Building and Facility Reserve	\$839,967
AA.0230.005.000 Communications Reserve	\$69,176
AA.0230.006.000 Repair Reserve	\$52,966
AA.0230.007.000 Misc Equipment	\$194,667
Total Fund Balances	\$2,733,510

2024 - 2025 Revenues

Subaccount	Revenue 2024	Budget 2025
A1001 Real Property Taxes	\$1,463,616	1,509,134
A1081 PILOTS	\$941	941
A2410 Rentals	\$0	\$200
A2401 Interest and Earnings	\$70,234	\$0
A2660 Sale of Assets	\$0	\$0
A2680 Insurance Recoveries	\$5,119	\$0
A2701 Refunds of Expenditures	\$0	\$0
A2705 Gifts and Donations	\$75	\$0
A2770 Unclassified	\$50	\$0
A3089 State Aid, LGE Grant Bunk In	\$0	\$490,500
Totals	\$1,540,035	\$2,000,775

2024 - 2025 Appropriations

Subaccount	Actual Expenditures through August 2024	Preliminary Estimate 2024 Expenses based on August Actual	Budget 2024 with Revisions	Budget 2025
A3410.1 Personal Services				
Salary - Treasurer	\$4,503	\$2,251.50	\$6,755	\$12,400
Salary - Secretary	\$9,259	\$4,629.50	\$13,889	\$15,500
Salary - Other	\$28,939	\$14,469.50	\$43,409	\$67,130
Total Personal Services	\$42,701	\$21,351	\$64,052	\$95,030
Note: Commissioners do not receive salaries				
A9000.8 Benefits				
Social Security & Medicare	\$3,267	\$1,634	\$4,901	\$7,003
Workers' Compensation/VFBL	\$65,648	\$0	\$65,648	\$65,000
Unemployment Insurance	\$958	\$479	\$1,437	\$2,065
Disability Insurance	\$240	\$120	\$360	\$1,050
EAP/Cancer/D&D Ins	\$13,084	\$6,542	\$19,626	\$28,000
Total Benefits	\$83,197	\$8,775	\$91,971	\$103,118
A3410.2 Equipment & Capital Outlays	\$409,103	\$250,000	\$659,103	\$1,271,235
A3410.4 Contractual Expenses	\$505,135	\$295,000.00	\$800,135	\$965,215
Budget Total	\$1,040,136	\$575,125	\$1,615,261	\$2,434,598
			2024 Deposit to Reserve	2025 Deposit To Reserve
A962 Reserve Fund Appropriations				
Buildings and Facilities Reserve			\$0	\$0
Vehicle and Equipment Reserve			\$270,000	\$296,912
Command Vehicle Reserve			\$25,000	\$50,000
Communications			\$8,000	\$0
Repair Reserve			\$0	\$0
Misc Equipment			\$82,000	\$0
Total Reserve Fund Appropriations			\$385,000	\$346,912
Total Appropriations			\$2,000,261	\$2,781,510

2025 Budget Summary

Total Appropriations	2,781,510
Less:	
Estimated Revenues	491,641
Estimated Reserve and Gift Appropriations	864,988
Amount to be raised by real property taxes	1,509,134

	Assessed Valuation (AV)	Equalization Rate(ER)	Full Valuation (AV/ER)	Total Full Apportioned Tax Valuation Percentage
Town				
Sweden	\$1,077,208,609	100%	\$1,077,208,609	65.98%
Clarkson	\$533,203,396	96%	\$555,420,204	34.02%
Total	\$1,610,412,005		\$1,632,628,813	100.00%

\$995,727
\$513,407
\$1,509,134

2025 Statutory Spending Limit

Town	Assessed Valuations (AV)	Equalization Rate (ER)	Full Valuations (AV/ER)
Sweden	\$1,077,208,609	1.00	\$ 1,077,208,609.00
Clarkson	\$533,203,396	0.96	\$ 555,420,204.17
Total of Full Valuations			
			\$ 1,632,628,813.17
Less first million of full valuation.			
			\$ 1,000,000.00
Excess over first million of full valuation.			
			\$ 1,631,628,813.17
Multiply excess by one mil.			
			0.001
Expenditures permitted on full valuation above \$1,000,000.00			
			\$ 1,631,628.81
Add expenditures permitted on full valuation below \$1,000,000.00			
			\$ 2,000.00
Statutory spending limitation.			
			\$ 1,633,628.81
Add exclusions from statutory spending limitation. (Town Law, Section 176(18) from (Worksheet B))			
			\$ 1,345,541.00
Add spending authorized by voters in excess of statutory limitation. (Town Law, Section 179) (Proposition adopted on _____)			
			\$ -
Sum of statutory spending limitation, exclusions, and excess spending			
			\$ 2,979,169.81
Less budget appropriations.			
			\$2,781,510
Statutory Spending Limitation Margin			
			\$ 197,659.63