

Pursuant to call, the regular Board Meeting of the Henrietta Fire District, County of Monroe, State of NY, was duly held at the Henrietta Fire District Station #4, 850 Bailey Road, W. Henrietta, NY on December 11, 2018 at 5:30 PM.

MEMBERS PRESENT:

Commissioner, F. Joe Martin, Jr.
Commissioner, William R. Gilchrist
Commissioner, William Heist
Commissioner, Philip H. Mancini
Commissioner, Terry Ovenshire
Sec./Treas. Barbara A. Schaeffer
Asst. Treas. Samantha Robinson
Counsel, Louise R. Beale

MEMBERS ABSENT:

Commissioner Martin opened the meeting 5:30 PM.

RESOLUTION NO. 186, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to approve the minutes from the November 13, 2018 Meeting.

Duly put to vote as follows:

Commissioner Ovenshire	Voting	Aye	
Commissioner Heist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Mancini	Voting	Aye	CARRIED

RESOLUTION NO. 187, 2018

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to approve the payment of bills by purchase order or by voucher for the general fund - check numbers 34379-34446 in the amount of \$599,866.20, if it should have been certified to be true and correct in a statement by or on behalf of the claimant upon a form approved by the Board of Fire Commissioners.

Duly put to vote as follows:

Commissioner Mancini	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Heist	Voting	Aye	
Commissioner Ovenshire	Voting	Aye	CARRIED

RESOLUTION NO. 188, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to hold the 2019 Organizational Meeting on Tuesday January 8, 2019 at 5:30 PM immediately followed by a Regular Meeting. Meetings to be held at Station 4, 850 Bailey Road.

Duly put to vote as follows:

Commissioner Ovenshire	Voting	Aye	
Commissioner Heist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Mancini	Voting	Aye	CARRIED

RESOLUTION NO. 189, 2018

On motion of Commissioner Martin, seconded by Commissioner Mancini, resolved to approve up to 10 members to attend the MCFDOA 2019 Annual Installation Banquet on January 12, 2019.

Duly put to vote as follows:

Commissioner Mancini	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	

Commissioner Martin Voting Aye
Commissioner Heist Voting Aye
Commissioner Ovenshire Voting Aye CARRIED

RESOLUTION NO. 190, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to approve new volunteer recruit, Cory Minster (Co. 3) upon the successful completion of pending physical, arson/background checks and agility tests.

Duly put to vote as follows:

Commissioner Ovenshire Voting Aye
Commissioner Heist Voting Aye
Commissioner Martin Voting Aye
Commissioner Gilchrist Voting Aye
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 191, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to approve a 6-month medical leave for Taylor Peters (Co. 2).

Duly put to vote as follows:

Commissioner Mancini Voting Aye
Commissioner Gilchrist Voting Aye
Commissioner Martin Voting Aye
Commissioner Heist Voting Aye
Commissioner Ovenshire Voting Aye CARRIED

RESOLUTION NO. 192, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, RESOLVED by the Board of Fire Commissioners of the Henrietta Fire District that Records, Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records is hereby adopted for use by all officers in legally disposing of valueless records listed therein, and

BE IT FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Records, Retention and Disposition Schedule MU-1 after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Duly put to vote as follows:

Commissioner Ovenshire Voting Aye
Commissioner Heist Voting Aye
Commissioner Martin Voting Aye
Commissioner Gilchrist Voting Aye
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 193, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, RESOLVED that the Board of Fire Commissioners of the Henrietta Fire District does hereby authorize application to New York State Archives for a 2019-2020 Local Government Records Management Improvement Fund individual services grant under the Inactive Records category for an amount not to exceed \$75,000 and with no cost match required by the district.

BE IT FURTHER RESOLVED, that the Board of Fire Commissioners authorizes the appointment of Barbara A. Schaeffer, current secretary/treasurer for the Henrietta Fire District, as Records Management Officer.

Duly put to vote as follows:

Commissioner Mancini Voting Aye
Commissioner Gilchrist Voting Aye
Commissioner Martin Voting Aye
Commissioner Heist Voting Aye

RESOLUTION NO. 194, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to approve the December training requests as follows:

Employee	Rank	Class	Location	Date	Cost	Other
Paul Reed	Lieutenant	The Firefighters Best Practices	West Webster	1/16/2019	\$ -	
Jim Greene	BC	The Firefighters Best Practices	West Webster	1/16/2019	\$ -	
Chuck Hammon	Firefighter	Company Officer Leadership Training	Brighton	2/22/19-2/23/19	\$ 175.00	10 hours cover
Chuck Hammon	Firefighter	Tactical Response to Natural Gas	PSTF	3/23/2019	\$ -	No Cover
Chuck Hammon	Firefighter	HOT - Fire Attack / Fire behavior	Syracuse	6/13/19-6/14/19	\$ 670.00	Use of 696 - No Cover
Chuck Hammon	Firefighter	Tactical Tasks and Tips in Truck Work	Henrietta	2/28/2019	\$ 25.00	No Cover
Tim Roberts	Lieutenant	Tactical Response to Natural Gas	PSTF	3/23/2019	\$ -	No Cover
Tim Roberts	Lieutenant	Critical Decision making for Complex Coordinated Attacks	Oriskany, NY	2/11/19-2/12/19	\$ 138.43	24 Hours Cover
Tim Roberts	Lieutenant	Company Officer Leadership Training	Brighton	2/22/19-2/23/19	\$ 175.00	No Cover
Tim Roberts	Lieutenant	Instructor Development	PSTF	2/18/2019	\$ -	4 hours Cover
Brian Krywy	Lieutenant	Tactical Response to Natural Gas	PSTF	3/23/2019	\$ -	14 hours Cover
Sean Kinny	Chaplin	Assisting Individuals in Crisis International Certification	Erie County	1/11/19-1/12/19	\$ 240.00	24 Hours Cover
Mark Audino	Captain	FLBOEC - Codes In-Service Training	Henrietta	3/11/19-3/12/19	\$ 390.00	24 Hours Cover
Steve Wagner	Firefighter	Company Officer Leadership Training	Brighton	2/22/19-2/23/19	\$ 175.00	10 hours cover
Steve Wagner	Firefighter	Tactical Tasks and Tips in Truck Work	Henrietta	2/28/2019	\$ 25.00	No Cover
Steve Wagner	Firefighter	Active Threat Integrated Response	Oriskany, NY	3/11/19-3/13/19	\$ 138.00	24 Hours Cover
Steve Wagner	Firefighter	Tactical Response to Natural Gas	PSTF	3/23/2019	\$ -	No Cover
Steve Wagner	Firefighter	HOT - Fire Attack / Fire behavior	Syracuse	6/13/19-6/14/19	\$ 670.00	No Cover

Duly put to vote as follows:

Commissioner Ovenshire Voting Aye
 Commissioner Heist Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 195, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to approve the surplus of vehicle #663 and #638 (estimated value of \$10,000 each.) Vehicles to be offered with a minimum bid of \$5,000.

Duly put to vote as follows:

Commissioner Mancini Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Heist Voting Aye
 Commissioner Ovenshire Voting Aye CARRIED

RESOLUTION NO. 196, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, RESOLVED to authorize the purchase of one (1) used 2004 Pierce Saber fire truck, vehicle ID# 4P1C702U64A004002, with 1500 gpm pump, 750 water tank, 350 HP Detroit diesel, high compartment both sides, 38,849 miles, 2728 engine hours from Spencerport Fire District for the sum of \$60,000.00. This purchase is an exception to the competitive bidding requirements under NY General Municipal Law Section 103 (6) and is in compliance with the district’s procurement policy.

Duly put to vote as follows:

Commissioner Ovenshire Voting Aye
 Commissioner Heist Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 197, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to approve the following 2018 Budget Adjustments:

Transfer \$20,000 from Social Security Employer Contribution #9030800 to State Retirement Local #9010800
Transfer \$6,500 from Fire Apparatus Other #3410405 to Wellness Physicals #3410451
Transfer \$2,500 from Training- Other #3410463 to Convention Travel #3410431
Transfer \$800 from Public Relations #3410453 to Assoc Dues #3410408
Transfer \$200 from Bldg. Repair- Station 4 #3410412 to Bldg. Repair- Station 5 #3410413
Transfer \$1,500 from Pre-Employment #3410449 to Wellness-Fitness #3410450
Transfer \$400 from Gas & Electric- Sta. 4 #3410467 to Trash #3410470

Duly put to vote as follows:

Commissioner Mancini	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Ovenshire	Voting Aye	CARRIED

RESOLUTION NO. 198, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to approve the surplus of the Workshop Room desktop computer and 2 printers.

Duly put to vote as follows:

Commissioner Mancini	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Ovenshire	Voting Aye	CARRIED

RESOLUTION NO. 199, 2018

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to approve the Cancer Benefit Policy plan with ESIP at a rate of \$173.35 per eligible volunteer. Plan effective date of 1/1/19.

Duly put to vote as follows:

Commissioner Ovenshire	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Mancini	Voting Aye	CARRIED

RESOLUTION NO. 200, 2018

On motion of Commissioner Martin, seconded by Commissioner Gilchrist, resolved to go into Executive Session for a personnel matter at 6:10 PM. All voting Aye. Meeting resumed at 6:15 PM.

RESOLUTION NO. 201, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to authorize expenditure of \$1000 for the annual drill event at the School of the Holy Childhood.

Duly put to vote as follows:

Commissioner Mancini	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Ovenshire	Voting Aye	CARRIED

RESOLUTION NO. 202, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to authorize the expenditure of up to \$500 for refreshments at the 2019 Officers Symposium.

Duly put to vote as follows:

Commissioner Ovenshire	Voting Aye	
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Commissioner Heist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Mancini	Voting	Aye	CARRIED

RESOLUTION NO. 203, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to approve the 2019 Company Line Officers, as follows:

- Battalion 1
 - o Battalion Chief 6C11 Ron Barber
 - o Captain 6C51 Chuck Marshall Jr.
 - o Captain 6C58 Joe Muscato, Jr.
 - o Lieutenant 6C84 Lee Biscardi
- Battalion 2
 - o Battalion Chief 6C22 Jim Greene
 - o Captain 6C52 Charlie Remelt
 - o Lieutenant 6C85 Jon Fernando
 - o Lieutenant 6C84 Paul Reed
- Battalion 3
 - o Battalion Chief 6C33 Tim Ochs
 - o Lieutenant 6C83 Scott Pfluke
 - o Lieutenant 6C85 Pat Paulot

Duly put to vote as follows:

Commissioner Mancini	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Heist	Voting	Aye	
Commissioner Ovenshire	Voting	Aye	CARRIED

RESOLUTION NO. 204, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner, resolved to authorize the expenditure of up to \$300 to be paid for a guest speaker at the 2019 Officers Symposium.

Duly put to vote as follows:

Commissioner Ovenshire	Voting	Aye	
Commissioner Heist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Mancini	Voting	Aye	CARRIED

Motion to adjourn the meeting at 6:23 PM.