

St. Paul Boulevard Fire District
Minutes of the 1230th Regular Meeting of the Board of Fire Commissioners
Cooper Road Firehouse, 433 Cooper Road
September 30, 2024

The meeting was called to order at 5:00 PM by Chairperson Cooke

Attendance:

Chairperson Cooke, Commissioner Skelton, Commissioner Gartland, Commissioner Shafer, Administrator/Secretary Riley, Treasurer Igor Zubrzycki, Deputy Treasurer Sienkiewicz, Chief Stavalone, and Battalion Chief Christian, Lieutenant Mackaravitz, and Firefighters Reddy and Metcalfe.

Excused: Commissioner Weaver and Assistant Chief Line.

Pledge: The pledge of allegiance was led by Commissioner Shafer.

Public Appearances: None

Moment of Silence: A moment of silence was held in memory of all past members of the St. Paul Blvd. Fire District.

Prior Minutes:

There are two sets of minutes that need final approval. The minutes of the August 26, 2024, Commission Meeting, and the minutes of the 2025 Budget Workshops of September 23rd. These have been distributed previously and are in the Board members' folders. Chairperson Cooke moved to dispense with the reading of the minutes and asked if the Board members have had sufficient time to review the minutes prior to tonight. All members responded affirmative. Chairperson Cooke asked for a motion to approve the minutes. A motion was made by Commissioner Shafer and seconded by Commissioner Gartland to approve the minutes of the August 26th and September 23rd, 2024. This motion was carried 4-0.

Correspondence and Petitions:

Incoming:

A letter dated September 9th from the Irondequoit Fire District a notice that effective January 1, 2025, the shop rate for the mechanic services will be \$135.00 per hour.

From Monroe County Civil Service, the approvals for Permanent Appointments of St. Paul Blvd. Battalion Chiefs Warth Christian and DeWitt. Copies were placed in their personnel files.

Outgoing: None

Chief's Report:

Chief Stavalone reported on the following items:

- Fire Responses Year to Date are 1,056. Chief Stavalone handed out the monthly participation activity and training reports for the volunteers. The reports are included with these minutes.
- The Chief would like approval to switch vendors for our on-line fire training. Lieutenant/MTO O'Neal has done research and recommends we switch from Vector to Lexipol. The annual cost would be \$3,700. This on-line training provides our

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volunteers opportunity to complete the required training hours for their CME re-certification for the EMTs and other fire training mandated course material. A motion was made by Commissioner Shafer and seconded by Commissioner Gartland to approve this vendor change as recommended by the Chief. This motion was carried 4-0.

Report of the Attorney: No Report.

Report of Secretary: (see Report of District Administrator). No Report.

Communications & Information Technology:

- Commissioner Shafer reported that we are in need for additional batteries for the portable radios. The life expectancy of the batteries is failing quicker than we had expected. The cost would not exceed \$1,500. This amount is in our current budget. A motion was made by Commissioner Shafer and seconded by Commissioner Skelton to approve this purchase. This motion was carried 4-0.

Apparatus, Equipment & Insurance:

Commissioner Skelton reported on the following:

- Engine 152 radiator leak was repaired.
- The delivery date for the new Squad 157 is this Wednesday.,

Personnel: No Report

Strategic and Long-Term Planning and Research:

Commissioner Skelton reported on the approval from our August meeting regarding the re-establishment of our physical fitness and wellness program. The Board approved the U of R program to start October 1, 2024. Commissioner Skelton has the contact which will go from October 1st – December 31st this year and cover the year 2025. This contract needs to be signed by Chaiman Cooke.

Report of District Administrator:

The legal notice has been sent to the Daily Record for the Public Budget Hearing for Tuesday, October 15th, 2024. Notice was also provided to the Town Clerk of Irondequoit for the town. bulletin board and web site.

The following St. Paul Blvd. Fire District residents have requested a nominating petition for Fire Commissioner: John J. Bungo residing at 80 Smugglers Lane, James C. Turner residing at 317 Scholfield Road, Dominique M. Rodriguez residing at 3608 St. Paul Boulevard and John Wise residing at 107 Hoover Road, Rochester, New York, 14617. The deadline for the petition to be filed is November 18, 2024.

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Properties / Building Strategic Planning Items:

Commissioner Gartland reported on the following items.

- He has the 2025 Red Cross Blood drive dates for using our facility for this purpose.
- Our new Cascade air filling station will be shipped sometime mid-October. Battalion Chief DeWitt will be conducting the training on this system.
- The snow plowing contract for 2024-2025 season was sent out. We have received one proposal from Brickler Masonry Contractors for \$8,000. Salting is included as requested.
- The air dryer on the in-house air compressor had been repaired.
- From last month's meeting the Board discussed two options for performing our lawn cutting services. First is to purchase a new lawn mower to replace the old mower at the cost of approximately \$4,000. The mower would be a zero turn and purchased off the state bid contract. The Board did give prior approve for this purchase not to exceed \$6,000 if we move in that direction. Second option is to hire a contract service. We did receive a quote from Irondequoit Landscape for \$3,000 annually. Commissioner Gartland recommends we purchase the mower. The Board agreed.

Reading of the Bills:

Treasurer Zubrzycki presented abstract #17 and abstract #18 to be approved for payment (copy filed with these minutes).

Igor reported total expenses for the month were \$ 249,918.91. Ther are no notable expenses for this month to bring to the Board's attention.

The Treasurer also reviewed the income revenue for the month which totaled \$ 25,705.66 which includes \$ 10,165.22 revenue for our Certificate of Deposit and \$14,261.79 New York Class Investments. All financial statements/reports are included with these minutes.

After a review of the abstracts by the Treasurer and with the Board's review, a motion by Commissioner Gartland and seconded by Commissioner Skelton to approve the bills after proper auditing by the Board was carried 4-0.

Old Business

Treasurer Zubrzycki reported on the following:

- The new payroll system is going well.
- Igor will be putting an outline of our 2025 budget on the district website.
- He is continuing to monitor the CD rates of return.
- Treasurer Zubrzycki provided a summary handout history report on our Workers Comp claims. The Fire District has had no new claims this year. It is important to report the injury in a timely manner. We may choose to pay smaller claims out of pocket if practical.

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- Chief Stavalone recommends that the Board moves ahead with approving the Mandatory Referendum to sell Quint 150 (this discussion/decision was tabled by Chairperson Cooke at the August 26th meeting). The public vote would be at the same time as the Fire District Election on December 10, 2024. We would use a broker to sell the truck. A motion was made by Commissioner Skelton and seconded by Commissioner Gartland to approve that Mandatory Referendum to sell Quint 150 be prepared by the Secretary for a public vote at the District Election on December 10, 2024. This motion was carried 3-1 with Commissioner Shafer voting no.

New Business: None

Executive Session: None

Adjournment:

There being no further business, the September 30, 2024, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Gartland at 5:32pm. Motion was carried 4-0.

Respectfully submitted,
Edward J. Riley
District Administrator/Secretary