

APPROVED

**THE PITTSFORD FIRE DISTRICT
September 10, 2020**

7:30 PM - Regular Meeting

Present: Commissioners Peets, Willard, Lusk, Schenkel, Rickett, Shalvoy and Wallace
Absent: None

Also present: Chief Yaeger, Assistant Chief Payne, Treasurer Henry and Secretary Jeffries

Chairman Peets called the meeting to order at 7:30 PM with a moment of silence for first responders and members of the armed forces, and those not in good health.

Chiefs Report

-Reported that the department had answered 560 calls year-to-date.
-Reported that the department was proud that there were three CPR patients saved at recent EMS calls.

Administrators Report

-No report

Approval of Minutes

Following a review, Commissioner Schenkel moved, seconded by Commissioner Shalvoy, to approve the minutes of the August 13th meeting as submitted.

The motion carried by an Aye vote of commissioners present

Public Input

-None

Commissioner Rickett Report

-No report

Commissioner Lusk Report

-The accident insurance policy will renew with minor modifications and a slight decrease in annual premium.

Commissioner Wallace Report

-Working with IT Specialist Cooper to upgrade the district email system. The audit of the district IT system is progressing

Commissioner Schenkel Report

-A freedom of information request was received for documents relating to the property at 19 North Main Street. He will be meeting with the requester to provide background information and clarify the FOIL request

Commissioner Shalvoy Report

- Driveway sealing at station 2 is commencing.
- Station managers will replace two dead bushes, he thanked them for their efforts in that regard.

Commissioner Willard Report

- No report

Commissioner Peets Report

- The apparatus committee met at Pierce Manufacturing to finalize design of a new engine. He thanked Assistant Chief Payne and Administrator Ockenden for their work on the project. Delivery of the engine should be in March.
- The station 1 project is in the final design and scheduling phase.
- Reported that the Bushnell's Basin Fire Department submitted an offer to purchase Engine 383 in the amount of \$100,000. The consensus of the fire commissioners was that they would like to be able to help BBFD, but the offer is insufficiently low, roughly half of the wholesale value. He will notify BBFD of the decision.

Communications

- None

New Business

- Commissioner Schenkel moved, seconded by Commissioner Rickett, to adopt New York State Records Retention Schedule LGS-1 as required by law.

The motion carried by an Aye vote of commissioners present

- Fire Department President Cline presented a letter and request for modifications to the district Covid-19 policies. After discussion, the board took the following actions

Commissioner Schenkel moved, seconded by Commissioner Shalvoy, to allow company meetings in the basement meeting room of station 2, observing all distancing precautions.

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Shalvoy, to allow the serving of light refreshments during company meetings.

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Rickett, to allow social gatherings of members of the fire department in the carriage house and basement meeting room of station 2 during inclement weather, observing all distancing precautions.

The motion carried by an Aye vote of commissioners present

Commissioner Shalvoy moved, seconded by Commissioner Schenkel, to allow the fire department to resume exercise classes at station 2 on inclement days. They may be in the training room, rear truck bays, or basement meeting room. Distancing precautions must be observed.

The motion carried by an Aye vote of commissioners present

Commissioner Wallace moved, seconded by Commissioner Willard, to allow the fire explorer post to hold regular drills following distancing precautions. Pending approval from the line officers, they may respond to StructA and B calls.

The motion carried by an Aye vote of commissioners present

- Chief Yaeger will notify the fire department of the updated policies.

Past President Hyland advised the board of a state executive order on granting LOSAP points during the Covid-19 crisis. Commissioner Willard stated that he is aware of the order. It is being studied.

Treasurers Report

- The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.
- Commented on remarks contained in his written report.
- Commissioner Wallace stated that the 2021 proposed budget is being finalized.

Commissioner Peets moved, seconded by Commissioner Schenkel, to hold a special, virtual meeting of the board on September 24, 2020 a 7:00 p.m. The purpose of such meeting will be to review the 2021 Proposed Budget and other matters that may come before the board.

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Shalvoy, to approve the Treasurers report for August, 2020 as submitted.

The motion carried by an Aye vote of commissioners present.

Commissioner Shalvoy moved, seconded by Commissioner Rickett, to approve the payment of the audited invoices as submitted.

The motion carried by an Aye vote of commissioners present

Chairman Peets recognized Commissioner Wallace and Treasurer Henry for their very thorough and detailed work on the Proposed Budget.

Adjournment

Having no further business to discuss, Commissioner Schenkel moved, seconded by Commissioner Rickett, to adjourn the meeting.

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:36 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary