

BARNARD FIRE DISTRICT
Regular Meeting
December 11, 2023

Present: Commissioners, Diederich, Norris, Gerhard, Cappon, Chief Steve Andrews, Secretary/Treasurer Pattie Morris, Department Vice President Dean Smith

The meeting was called to order at 6:00 p.m.

We were led in the Pledge of Allegiance by Chief Andrews

Chairman Gerhard asked to join him in a moment of silence for all the people who were part of the Barnard family and those who were touched by the Barnard family that are no longer with us. Special prayers to the family of Erle Jackson, former Chief and Commissioner of the Barnard Fire District. Also, all our men and women first responders who do battle every day.

Anyone from the public need to bring anything to the Board currently?

There was no one from the public in attendance.

Chairman Gerhard asked if we received any correspondence since our last meeting.

- *Reminder of District Election tomorrow December 12, 2023.*
- *Reminder of President and Chief get together on Saturday, December 16th.*
- *A note from Canandaigua Bank that two CD's are up tomorrow. One from our savings account which we have \$1,500,000 in, and I would recommend keeping it in the CD for 30 more days. In January we will need to pay our NYS Retirement of over \$800,000. The other CD has \$1,000,000 from our capital account. We could keep that in the CD for another 30 days.*

MOTION: *By Commissioner Cappon seconded by Commissioner Diederich to agree with the Treasurer recommendations for our two CD's that coming due tomorrow. All commissioners present were in favor. No one opposed. Motion carries.*

BARNARD FIRE DISTRICT

Regular Meeting

December 11, 2023

MOTION: Commissioner Diederich seconded by Commissioner Norris to approve the Regular Meeting Minutes from November 13, 2023. Three commissioners present were in favor. No one opposed. Commissioner Gerhard abstained. Motion carries.

MOTION: Commissioner Norris seconded by Commissioner Cappon to approve the Regular Meeting Minutes from November 30, 2023. Three commissioners present were in favor. No one opposed. Commissioner Gerhard abstained. Motion carries.

Chief Andrews -

Monthly Chiefs Report ~ December 11th, 2023

Year 2023 Total Runs 3535

January 339 February 294 March 306 April 320 May 308 June 311
July 328 August 349 September 366 October 311 November 303

<u>Month</u>	<u>YTD</u>	<u>Incident Type</u>
4	52	Fires in Structures
0	3	Vehicle Fires
0	11	Brush, Field, Outside Fires
1	23	Dumpster, Rubbish, and all other fires
9	100	MVA
209	2424	EMS
0	2	Rescue events (land searches, rope, water/ice, RTF, trench, elevator)
18	273	Auto Alarms
3	54	Mutual Aid Given
11	136	Hazardous Conditions (fumes, gas leaks, CO, wires down)
48	457	All other Service calls (lock outs, water problems, good intent etc.)

Updates from the Fire Chief.

BARNARD FIRE DISTRICT

Regular Meeting

December 11, 2023

FF Bailey Schubmehl and FF Josh Shoemaker have been assigned to day shifts during December to facilitate their training and we are pleased to report they have both been very successful with the help of all four groups. They will be assigned to their respective groups at the first of the year.

Training continues at the former Frears store front. On duty crews have been training in service at this location. A huge thank you to Bryne Dairy for their cooperation in using the property. Ridge Road and North Greece crews have also been on site and the property is offering the opportunity for tactics and fire ground operations at the company level as well as multi company evolutions.

Lt McGarrity and Lt Ballou both completed the Fire Officer II class last month. In addition, Lt McGarrity successfully completed his Instructor Authorization for FF 1 series. We appreciate the extra efforts to complete this off-site training and the time commitment it entails.

Planning and logistics for the April 8th, 2024, eclipse event is ramping up. We will be increasing our duty staffed units that day. More to follow as planning continues locally.

Annual SCBA inspections were completed as well as the cascade. Repairs are being addressed where necessary.

Hurst tool annual inspection and servicing was also completed in November.

All career staff will exceed the required 229 annual minimum training hours. Credit is due to MTO Cappon as well as the officers of all 4 groups for tracking and continually training throughout the year.

A thank you to Comm Norris for his work with AC Dorgan on apparatus maintenance issues. E-223 will be ready to remain in the front line along with E-225 after this week. E-224 will be out of service for an extended period for repairs to the right front corner lower cab area at Hawk Frame and Axle, then 224 will be off to Colden for extensive list of miscellaneous repairs as well as paint work approved under the warranty program.

BARNARD FIRE DISTRICT

Regular Meeting

December 11, 2023

Captain Johnson is working with 4 of our current Paramedics to review with Dr. Cushman the return of the RSI program.

The station generator did have the new “aftermarket” radiator installed last week and I will have photos of the old radiator for your review at the meeting.

Commissioner Cappon will update you on the recent renovation project. I sat with all 4 groups last week during training and I can report that everyone is very excited at the recent progress and the end is within sight. We appreciate the efforts of Jim Lobene, as he coordinates the final push to completion. Appreciation is also due to Lt Ballou for his continued support of the day-to-day project details that affect operations. And finally, a huge thank you to Sandy for the significant time and effort to track the details of the project and handle the purchasing of the items the district was responsible for such as appliances, window treatments and furnishings. It has been a long journey, but we are only this close to successful completion, from the efforts of our own staff.

Regarding budgets, if approved by the Board tonight the Treasurer will re-allocate funds in the budget to cover accounts that need to be covered. She will e mail the Board members during Christmas week and ask for their approval and then she will make the appropriate changes.

Due to our changes in groups, nine employees will be moving to different groups.

Finally in closing, as the Chief of the District, I extend a sincere Merry Christmas, and Happy Holidays to our Commissioners and their families.

Community Risk Reduction Division:

Monthly Report: November 2023

Submitted By: Dean Smith

I am pleased to report that as 2023 draws to a close, I will have concluded many of my fall fire safety goals and objectives for the year. I have completed all my classroom presentations for the fall except for Derech HaTorah Academy of Rochester. Derech HaTorah Academy of Rochester has requested that we hold off scheduling our annual presentations until after the holiday season. This past month I concluded our Win A Ride to School on a Fire Truck Contest. During Fire Prevention Week students were asked to make a home fire escape plan and have

BARNARD FIRE DISTRICT

Regular Meeting

December 11, 2023

a fire drill with their family. One student from each area, Barnard school, was selected as the winner.

This past fall I modified our 1st grade program. In first grade students learn to call 911. This past month I had dispatchers from the Office of Emergency Communication accompany me into the classroom. They were able to answer questions and assisted in role play as we utilized our phone simulator and practiced calling 911.

This fall I have been working closely with the new Community Risk Reduction Specialists from Ridge Road and North Greece Fire Districts. We have been collaborating ideas and lesson plans for our various grade levels.

At the present time I am scheduling and preparing for our winter programs. I typically start preparing for our annual Hazard House program and my second classroom visits. The annual Adopt- A- Hydrant program will go out to our area schools after the holiday break. I will be utilizing the fire district's sign and Facebook page for several safety messages during the holiday and winter seasons.

Summary of Programs

Location Date Program

Longridge School 11/2/23 Kindergarten, 6 classes, 123 students

English Village School 11/6/23 1st grade, 6 classes, 114 students

Longridge School 11/9/23 1st grade, 6 classes, 120 students

English Village School 11/15/23 2nd grade, 6 classes, 116 students

Longridge School 11/20/23 Fire truck ride

Longridge School 11/21/23 3rd grade, 6 classes, 124 students

English Village School 11/29/23 Fire truck ride

Bethany Church 11/30/23 Senior program

Longridge School 12/1/23 2nd grade, 7 classes, 147 students

Scheduled Programs

Adopt A Hydrant program.

Derech HaTorah Academy of Rochester

Lake Shore FD Child Passenger Safety Seat Fitting Station 12/12/23.

Respectfully Submitted,

Stephen M. Andrews

Stephen M. Andrews

Fire Chief

BARNARD FIRE DISTRICT
Regular Meeting
December 11, 2023

MOTION: Commissioner Cappon seconded by Commissioner Diederich to approve Chief Andrews report for December 11, 2023, as read and discussed. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

RESOLUTION 23-39: by Commissioner Diederich seconded by Commissioner Norris to appoint Charles Cappon and Scott Johnson permanent Captain's from civil service examination P74956 effective November 27, 2023. The salary is commensurate with the current officer's union contract of the International Association of Firefighters, Local #4640.

Poll of Board Members –

Commissioner Diederich - yes
Commissioner Williams- absent
Commissioner Norris - yes
Chairman Gerhard - yes
Commissioner Cappon - abstain

Three Yes Votes – Zero No Votes – One Abstention – One Absent

RESOLUTION 23-40: by Commissioner Cappon seconded by Commissioner Diederich to appoint Sean McKenna Captain from the civil service examination number P-74956 effective January 8, 2024. In the interim Lt. McKenna will be acting Captain effective immediately. The salary is commensurate with the current officer's union contract of the International Association of Firefighters, Local #4640.

Poll of Board Members –

Commissioner Diederich - yes
Commissioner Williams- absent
Commissioner Norris - yes
Chairman Gerhard - yes
Commissioner Cappon - yes

Four Yes Votes – Zero No Votes – One Absent

BARNARD FIRE DISTRICT

Regular Meeting

December 11, 2023

RESOLUTION 23-41: by Commissioner Cappon seconded by Commissioner Norris to promote David Carstairs and Brennan Hyman Lieutenant's from civil service examination P-70223 dated November 27, 2023, effective January 8, 2024. In the interim firefighters Carstairs and Hyman will be acting Lieutenants in this capacity effective immediately. The salary is commensurate with the current officer's union contract of the International Association of Firefighters, Local #4640.

Poll of Board Members –

Commissioner Diederich - yes
Commissioner Williams- absent
Commissioner Norris - yes
Chairman Gerhard - yes
Commissioner Cappon - yes

Four Yes Votes – Zero No Votes – One Absent

Commissioner Williams – absent

Commissioner Diederich – no report

Commissioner Norris –

- Chief Andrews covered vehicles. The new engine committee will resume after the first of the year.
- Discussion followed regarding the use of the Chief vehicle.

RESOLUTION 23-42: by Commissioner Norris seconded by Commissioner Diederich to allow the Chief to utilize the Chief vehicle as he sees fit. There are no restrictions for vehicle usage.

Poll of Board Members –

Commissioner Diederich - yes
Commissioner Williams- absent
Commissioner Norris - yes
Chairman Gerhard - yes
Commissioner Cappon - yes

BARNARD FIRE DISTRICT

Regular Meeting

December 11, 2023

Four Yes Votes – Zero No Votes – One Absent

Commissioner Cappon –

- Rooftop units will be here tomorrow. A crane has been ordered to get the units on the roof.
- The contractors are doing a good job alleviating the basement water issue.
- Cabinets are in
- The electricity will be shut down in the near future for just a few hours to finish up main electrical panel.

Chairperson Gerhard

- Discussion followed on meeting dates for 2024. The meetings will be the second Monday of each month at 6 p.m., except for November 11th since that day is Veterans Day. That meeting will be moved to November 12th at 6 p.m. The second workshop type meeting will be the last Thursday of each month with the exception of November since that is Thanksgiving Day. That meeting will be on November 26th. There will be no second workshop meetings in July and December.
- Discussion regarding Chairman and Vice Chairman for 2024. It was decided that Norman Gerhard II will remain the Chairman and Dan Cappon will remain as Vice Chairman.
- Discussion on raises for administrative staff; Chief 3.5%, Assistant Chief 3.0%, Community Risk Reduction Specialist 3.0%, Secretary/Treasurer 3.0%.

MOTION: Commissioner Cappon seconded by Commissioner Diederich to approve the non-collective bargaining employee's raises effective the next payroll for 2024 as discussed previously. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

MOTION: Commissioner Norris seconded by Commissioner Diederich to approve all invoices as audited on December 11th, All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

*BARNARD FIRE DISTRICT
Regular Meeting
December 11, 2023*

***MOTION:** Commissioner Diederich seconded by Commissioner Norris to approve the Treasurer Report for November 2023, All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.*

***MOTION:** by Commissioner Norris seconded by Commissioner Diederich to adjourn. All Commissioners present were in favor. No one opposed. No abstentions. Motion carried.*

Meeting adjourned at 7:40 p.m.

*Respectfully submitted.
Sandy Ballou/Pattie Morris
District Secretaries
Barnard Fire District*