

**EAST BLOOMFIELD FIRE DISTRICT**

**Meeting Minutes**

**Date: November 20th, 2023**

**\*Meeting may be recorded for note keeping purposes with the number in attendance\***

George Heissenberger	Jeff Kachmaryk	Zach Legters	Ryan Duvall	Mike Long
2023	2024	2025	2026	2027

**Called to Order:** Meeting was held in the district office and was called to order by Chairperson Heissenberger at 6:30 PM.

**Attendance:**

	Present	Absent
Chairperson George Heissenberger	X	
Commissioner Zach Legters	X	
Commissioner Mike Long	X	
Commissioner Ryan Duvall		X
Commissioner Jeff Kachmaryk	X	

Chief Pete Koppmann \_\_X\_\_

Secretary Heather Barbaro \_\_X\_\_

Procurement Officer Bruce Treat \_\_X\_\_

Additional guests: Steve Murnan \_\_X\_\_ Seth Jonas \_\_X\_\_ Derrick Legters \_\_X\_\_ John Cavagnaro \_\_X\_\_

**Public Comment:** Nothing at this time from those in attendance.

**Fire Department:** President Murnan did not have anything to share at this time.

-Chairperson Heissenberger asked if the department had any update on the space lease agreement. Chief Koppmann shared it is still being worked on and since it's not necessarily a lease agreement due to no money being exchanged wording to more of a space use agreement is being changed. Additional changes are still being worked on.

-Follow up on whether or not the district treasurer was covered by additional insurance coverage. It was deemed they are not since they are not a district covered employee.

-Chairperson Heissenberger mentioned no one from the annual tree lighting ceremony has reached out to the board to use the fire house for the event. Chief Koppmann was in an email chain and sent it over to Chairperson Heissenberger.

**Minutes:** Some minor changes to the spelling of a last name on page 10 in the previous meeting minutes, and the making it clear the first meeting was the budget hearing from 6pm to 6:30pm.

Motion to approve the meeting minutes with the pending changes made by Commissioner Long. Seconded by Commissioner Legters.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

**Membership:** There are some updates in regard to the younger potential members wanting to join. There will be an age increase to 16 for members wanting to join and it will be with restrictions. There will be arson and sex offender checks. Chief Koppmann is

talking with more people to get information to just ensure those potential members who want to join meet the right checks.

-Raise the Age is a state thing which has caused some adjustments. There will also be a need to update the bylaws.

-Derrick Legters confirmed we had done this before with checking on potential members for anything in their backgrounds especially with arson etc. Chief Koppmann said we had.

-Hopes from the membership committee to rework bylaws and get it done end of first quarter.

**Chief's Report:** Three physicals given to secretary to file away. These were for Chief Koppmann, Derrick Legters and Dan Scanlon.

-Noted Jim Barden is still not approved to return to duty at this time. He did some follow up tests and has to fill out a C3 form. Chief Koppmann will assist him with this.

<b>October 2023 Incident Report</b>	<b>Total</b>
MVA	3
Smoke Outside	1
Smoke Inside	2
EMS Assist	2
Automatic Alarm	3
<b>TOTAL</b>	<b>11</b>

- 2023 Total Calls: **126**
- For comparison: 2022 Total calls to date: **162**

**Events – Operations - Correspondence:**

- Controlled burn of barn debris (6817 Co. Rd. 30): 10/28/23
- Controlled burn of house (6633 Wheeler Rd.): 11/11/23
- Ontario County Holiday Convoy: 12/2/23
- Bloomfield Christmas Tree Lighting: 12/3/23
- Honeoye Falls Christmas Parade: 12/9/23

**Training:**

- Mercy Flight Central Ground School 10/23/23 @ Mercy Flight Central Hanger

### **Equipment/Gear Repairs:**

- Bunker pant repair (B. Murnan, A. Miller). Going to Turnout Express
- SCBA Mask HUD bracket repair: Firematic notified: 11/7/23
- Minitor V Pager Repair/Rebuild. Seven (7) pagers total. Sending to P&W Wireless for evaluation

### **Testing/Maintenance:**

- Four-Gas Meter Calibration (First Out Rescue Equipment): Out 11/8/23. Returned 11/10/23

**Procurement – Chief and Procurement Officer:** Attachment provided for the board to see procurement chart.

The Chief also shared the DEC Grant pricing and breakdown of the potential items he would like for the department. Note the prices will change. Chief Koppmann thanked Bruce for helping with the leg work on this project.

-Battery rescue tools were ordered. Commissioner Legters is still waiting on invoice for this.

-Mentioned Assistant Chief Rayburn's truck was set up with lights and sirens.

-Bruce shared a few items that need to be looked at on his chart provided to the board. These included the Task Force Tios Rigid Storz and the oil separator and sump pump for the elevator. He suggested moving on with this project and has a target date of December 5<sup>th</sup> if the board moves forward.

-Chairperson Heissenberger made a motion to move forward with HEP sales for the ½ sump pump horsepower for \$2,475.60, And if it does not come with an oil separator indicator already, he approves it to be purchased for the price of \$2,099.86, pending Bruce double checks the HEP sales sump pump details. Seconded by Commissioner Long.

-Discussion on how Commissioner Legters was a little worried about it potentially being double the price.

-Chairperson Heissenberger said he reads last years meeting minutes to prepare for the meetings and this was something that was talked about last year at this time.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

-From the Chief's report please see attached chart:

Vendor	Description	Price	Qty.	Total
MES	Rescue Tool Brackets	706.33	1	706.33
EV Warning Systems	702 (B. Rayburn) POV Emergency Lights, Siren, Radio Install.	\$2,971.50	1	\$2,971.50
Flower City Comm.	Pager Programing Cradle	\$25.35	1	\$25.35
First Out Rescue Equipment	Four-Gas Meter Calibration	\$75.00	1	\$75.00
Amazon	Duracell AA Procell Batteries	17.46	2	34.92
			<b>TOTAL:</b>	<b>\$3,813.10</b>

**Procurement For Approval:**

Vendor	Description	Price	Qty.	Total
MES	4" x 5" Storz adapter	260.00	2	518.00
First Out Rescue Equipment	Battery Chainsaw Replacement Chain	167.00	2	334.00
Firematic	Firebull A/B Foam	155.00	4	620.00
TBD	Survivor X - 120VAC/12V DC – Orange Rt. Angle Flashlights	154.00	5	770.00
Tractor Supply	Oil-Dry Absorbent (10 bags)	7.50	10	75.00
TBD	Minitor Pager Batteries	300.00	1	300.00
			<b>TOTAL:</b>	<b>2,617.00</b>

-Motion to move forward and not to have the purchases exceed \$2,620 for what is needed made by Chairperson Heissenberger. Seconded by Commissioner Long.

Votes	AYE	NAY	ABSTAINED	ABSENT
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Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

**Treasurer's Report:** The total for the bills was \$7,204.17.

**Summary for General Fund:** Commissioner Legters went over the report for the board. He also let the board know the RFP notice was up to date and will be sent out to several companies to cast a wide net of potential companies to work with.

Additional bills that came in include:

-Town fuel bill for \$324.90'

-Granger bill for \$56.12

-Parrish and Brassie bill for \$300

-This brings the new total for the bills to \$7,885.19.

-Commissioner Long also added the bill for Integris for \$1,000.

-The new total is \$8,882.19.

**Transfer from Gen. Fund savings to Gen. Fund checking:** Suggestion to transfer \$9,500 from NY Class to checking at CNB.

-Motion made by Chairperson Heissenberger to transfer \$9,500 from NY Class to checking account at CNB to cover bills. Seconded by Commissioner Kachmaryk.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			

Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

-Commissioner Legters let the board know the tax office at the county called him about the furniture and fixtures line was missing in the amount. Commissioner Legters suggested to offset to equipment reserve to have the balance even out.

-Motion to move to equipment reserve and make adjustment to fix deficit made by Commissioner Legters. Seconded by Chairperson Heissenberger.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

-New forms to be printed and given to town and village. Communication that it was a simple math error and doesn't affect what was in place.

-Audit for 2022 was completed! Secretary Barbaro to send the approved list the RFP proposals. Since there is a relationship between Commissioner Legters and EFPR he will send the RFP personally.

-Noted to have last month's meeting minutes purchase for bid that Pinsky has included as an attachment.

**Correspondence:** Alliance laundry systems notice and ad.

-Restaurant suppliers ad.

-AARP membership luggage ad.

-Empire Access phone service ad.

-Bank of Greene County information on loans.

-Spectrum ad.

-Newsletter from Fire Association.

**Buildings and Grounds:** Commissioner Duvall was absent again from the meeting this evening. It was noted there was not a report provided to the board the day before the meeting. (After meeting it was discovered an email was sent roughly 45 minutes before the meeting, most were already in attendance to the meeting and setting up)

-Procurement Officer confirmed he has not been communicated with on the projects either.

-Mentioned the door on the bay is still not fixed. Chairperson Heissenberger brought it up in texts with pictures to communicate and nothing was done.

-Roof drain on flat part of link is still leaking, and there is another drip on the floor.

-The Procurement Officer asked why Graves Brothers and some of the other suggested companies he offered had not been contacted. He will now reach out in regard to this and the back flow preventor.

-He asked for additional communication to be relayed to him.

-Board noted it was voted on two months ago a report has to be given with enough time prior to meeting if a commissioner is going to miss.

-Thank you to member Ben Murnan who changed a bunch of light bulbs around the building.

From the Chief:

-Fishers FD storage of their antique truck over the winter. Truck here 10/26/23.

-Additional leak in flat-roof drain pipe in link as mentioned above. Bruce will be shown after meeting.

-Chairperson Heissenberger wanted it reflected in the meeting minutes that he is disappointed that no progress has been made for at least two months on the projects with the building.

**Apparatus:**



711:

- OEM windshield has leaked on-and-off since delivery
- Previous "repair" was to be remove and re-seal. Only re-sealed in small area.
- Attempted warranty replacement with Firematic (Churchville Fire Equipment) after last "repair" August 2023. Found a small section of delaminated glass near driver A-post.
- Warranty claim denied by Pierce.
- Firematic will cover the cost of new windshield glass.
- Fire District to cover labor (\$600.00). See quote provided by Firematic.

-Motion made by Chairperson Heissenberger to move forward with the replacement and repair for the \$600 installation fee and Firematic is covering the other \$2000. Seconded by Commissioner Long.

-Discussion included Derrick Legters asking why district was even going to be getting charged as it should all be covered. Chairperson Heissenberger said he was not wanting to look a gift horse in the mouth and if this was the price compared to thousands he thought board should move forward.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

712:

- Air compressor has a bad dryer relief valve and compressor governor is malfunctioning.
- New governor installed by American Equipment 10/6/23 @ EBFD
- Still has a small air leak. American Equipment to research issues further. Possible air dryer replacement?

712 – Pump panel light replacement: Date TBD

751 – Nothing additional at this time.

752 – Leaking tank-to-pump line/valve. Notified Firematic 10/9/23.

Chief-70 – Oil change and tire rotation 10/30/23. Garber Randell Chevrolet. Additionally a line of credit was approved with the dealership if needed.

-Noted Chairperson Heissenberger shared there is a drop down for a compressor to the trucks. Would be a good 2024 project. The building is outfitted with this capability already.

-Chief got a letter from Firematic to go over the agreements on truck servicing and maintenance.

-Rust proofing is needed. Board noted Commissioner Duvall was in charge of this last year but at the time the project needs to move forward so Chairperson Heissenberger will reach out to Ultimate Undercoating.

**Insurance:**

-Cancer coverage timing again. Commissioner Kachmaryk provided the board with some information on additional coverage options.

-Numbers are the same as last year as far as cost.

-Two members are aging out due to not being currently active for the past 5 years. Noted the policy is not designed the best in Commissioner Kachmaryk's eyes and opinion due to cancers hitting after the 5-year threshold.

-There is an option for enhanced version for \$40 extra on the cancer coverage. There was not much clarification however on what would additionally be covered.

-Chairperson Heissenberger wondered about staying the same with coverage but wanted to know more about the enhanced as it would be roughly a \$400 increase for the estimated 10 active interior members.

-Commissioner Kachmaryk will follow up to see what additional coverage is available and the details.

-Motion to bump up the coverage to the enhanced coverage pending findings made by Chairperson Heissenberger. Seconded by Commissioner Legters.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

-Commissioner Kachmaryk followed up about the plumbing and conduit coverage with the insurance deductible. At this time it cannot be put through as a claim per Joele Steele.

-From the Chief:

- Annual Claims Report EOSB-210.8 C – **Due by 12/1/23**
- Annual Roster of Interior Firefighters EOSB-210.8 R – **Due By 12/1/23**
- Cancer Disability Benefits Program Proof of Benefits EOSB-210/5 – **Due By 1/1/24**

-Reminder: PESH Injury Reporting must be done by Fire District in 2023. Ontario Co. no longer providing. Commissioner Kachmaryk to ensure he will do what is needed for the most recent member concern.

**IT Report/Computer/System:** Commissioner Long met with the rep from Integris.

-Commissioner Long is making the recommendation to go with the 3-year contract without financing as it will save the district approximately \$4,500, there are remaining funds in 2023 to pay the fees ahead of time and reduce unbudgeted fees for 2024, and the 3-year contract assures us of future fixed prices and known budget amounts.

-Noted the 1-year contract was \$11,000. The 3 years without financing would be \$8,750. (Noting a savings of \$4,500)

-Discussion about the ongoing monthly costs of \$1,324.00 to Integris. I would include a lot of security coverage and a better host for emails. It was already thought of for the budget.

Motion made by Commissioner Long to move forward with the 3-year contract without financing, and that the \$8,750 project fee is paid in 2023, along with the monthly totals of \$1,324 for the months of December and January. Seconded by Chairperson Heissenberger.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

-Commissioner Long will reach out and get this in place.

**Old Business:** Commissioner Long spoke with Fred Willie about the property tax deduction for the 10% and there is an upcoming town meeting on November 22<sup>nd</sup> where they have it on the agenda to discuss.

-The scout group using the storage space in the unready room have plans to have items removed by mid-December.

From the Chief:

#### **Extractor & Drying Cabinet Install:**

- Automatic soap dispenser/pump will be received and installed this week. Installation by Statewide Machine as part of project
- Floor/platform over drain completed: 11/18/23, including cabinet & counter re-install.

#### **Engine 712 Replacement**

- Bid specifications provided to vendors.
- Bid opening on Dec. 8 by Apparatus Committee
- Apparatus Committee to review and make recommendation to Board of Fire Commissioners
- Reminder that all manufacturers have extended delivery times (30-48 months)

#### **AFG Grant: (SCBA's)**

- Current SCBA's purchased new in 2010 (NFPA 1981 - 2007 Ed.)
- NFPA 1981 Editions: 2007, 2013, 2019 (current)
- Expected release of NFPA 1970 is early 2024.
  - Research previous AFG grants.
  - Looking for System for Award Management (SAM.gov) account login info
  - DUNS number used previously. Now using Unique Entity ID at SAM.gov
  - BOFC to approve Chief to act on their behalf to restore SAM account and login info.

#### **Chief Portable Radios:**

- Radios ordered 10/18/23
- Extended delivery time on radios (Jan./Feb. 2024)

#### **Battery Powered Hydraulic Rescue Tools**

- Tools ordered 10/20/23 (Cutter, spreader, ram, and ram extension kit)
- Tool Mounts ordered: 11/1/23
- Additional shelf & slide-out tray in rear compartment 711.

- Pettinger Sheet Metal Canandaigua\_
- \$1,500.00 budget as part of new tool purchase price

**New Business:**

From the Chief:

**NYS AFC Company Officer Leadership Training.**

- Feb. 16-17, 2024. Henrietta NY
- Maximum of \$1,100.00 if all Chief's attend.

-Motion made by Chairperson Heissenberger to offer the assistant Chief's the opportunity to attend the training for the cost of \$1,100. Seconded by Commissioner Legters.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

**Red Alert NMX Software**

- Move to Red NMX software at cost of \$5,836.00.
- Negotiated a lower price of \$3,493.00 as a 'transition' to new software for the first year.
- Savings of \$2,343.00
- BOFC approval for Chief to sign quote and begin data migration & training on new software. Confirmed with Chairperson Heissenberger he can sign for this.

**Ontario County 911 Rip-And-Run**

- Call times are currently received by fax. This will be discontinued by 911 center on 1/1/2024.
- Times will be sent via email beginning 1/1/2024

Need a valid email address: [EBFD-NFIRS@eastbloomfieldfiredistrict.org](mailto:EBFD-NFIRS@eastbloomfieldfiredistrict.org)

-Commissioner Legters wants to purchase shelving for storage space.

-Motion made to purchase shelving for storage space not to exceed \$300 made by Chairperson Heissenberger. Seconded by Commissioner Long.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			
Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

-Secretary Barbaro brought up the upcoming election on Tuesday December 12<sup>th</sup>. She is gearing up for the night and it will be back in the commissioner office like it used to be for voting. The hallway will even be coned off to not allow solicitation etc. There will be the use now of the approved affidavit for those who may not be on the voting list. The list will be confirmed with the Board of Elections.

-Additionally, the two election workers were picked out again and not being shared names wise to keep it neutral. If there are any issues the voting will be called off and police called Chairperson Heissenberger reminded her that it is her right.

-Signs will be posted.

-Member Joann Long came into the end of meeting to ask a little bit of information on the restricted members being able to use the gym equipment. It was noted there was a need for a change in the bylaws so there will be a pause on that for now. It will be looked into as there is a lot going on with the restricted members and the background checks etc.

**Adjournment:** Motion to adjourn made by Chairperson Heissenberger. Seconded by Commissioner Long.

Votes	AYE	NAY	ABSTAINED	ABSENT
Chairperson George Heissenberger	X			
Commissioner Zach Legters	X			
Commissioner Mike Long	X			

Commissioner Jeff Kachmaryk	X			
Commissioner Ryan Duvall				X

The motion passes.

Meeting end time was 9:04 pm

I, Heather Barbaro, secretary of the East Bloomfield Fire District, hereby certify that the attached minutes are true and accurate copies of minutes maintained by me in the ordinary course of business and as part of my role as secretary of the fire district.

\_\_\_\_\_  
Secretary

EAST BLOOMFIELD FIRE DISTRICT MEETING

DATE: September 18th, 2023

Action Items:

PROJECT/PROBLEM	GOAL & DUE DATE	LEAD
Floor Polishing	Moved to December meeting *Noted this still hasn't been completed, and has been on list for months	Commissioner Duvall
Leak in roof, mezzanine	Moved to December meeting *Noted this still hasn't been completed, and has been on list for months	Commissioner Duvall
Scan District Policies*	Working on post-election	Secretary

Gutter issue – clean & possible update	Moved to December meeting *Noted this still hasn't been completed, and has been on list for months	Commissioners Duvall
Damaged siding, back of building, by mower too close	Moved to December meeting *Noted this still hasn't been completed, and has been on list for months	Commissioner Duvall
NW building corner wall slanting	Moved to December meeting *Noted this still hasn't been completed, and has been on list for months	Commissioner Duvall



