



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

Board of Fire Commissioners Meeting Minutes

January 20, 2025

The regularly scheduled meeting of the Board of Fire Commissioners of the Irondequoit Fire District was held at the Culver Station, 2960 Culver Road, in the Town of Irondequoit on January 20, 2025. The meeting was called to order at 6:30pm by the Chairperson who then led the Pledge of Allegiance.

Attendance:

Commissioners		Other District Officers	
Ange	PRESENT	Chief Metcalfe	PRESENT
Ingersoll	PRESENT	BC Boehl	PRESENT
Lipari	PRESENT	Captain Beyea	PRESENT
Napoli, Chairperson	PRESENT	Secretary Riesenberger	PRESENT
Turner	PRESENT	Treasurer Brown	NOT PRESENT
		Deputy Treasurer Mastin	PRESENT

Approval of the Previous Meeting Minutes - **APPROVED**.

Approval to Properly Audit and Pay the Bills as Submitted on or Before This Meeting - **APPROVED**.

Public Input Session - none.

Scheduled Appointments - none.

Introduction of New Members - none.

Correspondence Report

1. none.

Administration Report

Secretary Riesenberger, Treasurer Andy Brown, Deputy Treasurers Tim Warth & James Mastin

Discussion/Action items:

1. At the December 2, 2024, BOFC meeting, Deputy Treasurer Andy Brown gave a presentation on the possibilities of utilizing the New York Cooperative Liquid Assets Securities System (NYCLASS) fund. NYCLASS is a fund created for municipal/public sector services to maximize interest revenue while remaining within OSC's guidelines for safety and security. The fund is already being utilized by several other fire districts in Monroe County and has positive reports - **APPROVED**.



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Informational items:

1. There will be a special BOFC Workshop next Monday, January 27, 2025 at 6:30pm, located at the Culver Station training room. The purpose of the workshop is to discuss the various job duties of the administrative staff and discuss other personnel matters. This will be primarily in executive session.
2. The 2024 annual audit has begun. Auditors will be on site at the Culver Station on Friday, January 24th.

Operations Report

Chief Metcalfe, Battalion Chief Boehl and Captain Beyea

1. Crews completed Ice/Cold Water Rescue training this past week on Irondequoit Bay. All four groups, including the volunteers, conducted training throughout the week in varying conditions. Excellent job by the training division putting the evolutions together on short notice.
2. We have seen a high number of structure fires in the last two weeks. Once again on Saturday, our crews responded to a house in the St. Paul Fire District for a working fire. Crews were met with heavy fire showing from the attic upon their arrival. All three units from IFD performed exceptionally well and contributed to a quick knockdown and stop of the fire.
3. We have four General Orders for review and approval at our next regular meeting. They are on the Uniform Allotment Expenditures, Purchasing and Procurement (for line officers), 1776 General Operations and Marine Fires.
4. We are working to create a new MOU with Acting Fire Coordinator Ken Love with an agreement we have with the MCFB for the use and storage of two small rescue boats.
5. Per our discussion at the last meeting, we would like to go forward with the Training Division's request to move our Learning Management System (LMS) to Fire Engineering. We have received the final quote from Fire Engineering for a cost not to exceed \$7,500 for eighty (80) accounts - **APPROVED**. This change will take place in March when the current LMS contract expires.
6. We met with staff from Adrian Jules Custom Clothier last week in pursuit of a better dress uniforms ("Class A uniform"). This was part of our plan two years ago to execute the replacement and upgrade of our Class A's. Adrian Jules has offered to build us a uniform based on our current uniform, with much better materials and precision for around the same cost as Uniform Express.
7. We are working on a plan to purchase members new winter coats for duty use.
8. Captain Beyea presented the 2024 Volunteer "Success of 2024 Training Summary". In 2024, the Irondequoit Fire Department implemented a transformative training program designed to eliminate inefficiencies and prioritize high-impact, meaningful engagement. The results clearly demonstrate that these changes have made the department significantly better off, both operationally and in terms of readiness, while setting a strong foundation for continued improvement.



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Commission Reports

- *Commissioner Ange (Long Range Planning / Vice-Personnel)* - Davis Ulmer has been installing the new fire alarm system at Culver and moving to Empire this week. The installations are going well and will bring us up to current fire codes for alarm monitoring and detection.
- *Commissioner Ingersoll (BOFC Vice-Chairperson / Buildings & Grounds / LVFA Association Liaison / AFDSNY Rep.)*
 - The RCVFA has requested to use the Culver Station meeting room and part of the truck room for two different craft show fundraisers. The dates will be March 16th and October 18th, from 8am-4pm - **APPROVED**.
 - There was an issue with two of the toilets continuously running at Empire. BC Boehl and BC Finewood were able to stop the leaks until a plumber was able to make the final repairs.
 - We are in the process of moving the group refrigerators from the area in front of the Chief's office to the hallway where the obsolete coat rack is. This requires some electrical outlets to be installed for a cost of \$3,000 - **APPROVED**.
 - We are installing ceiling fans to the new bunkroom at Empire for a cost of \$1,700 - **APPROVED**.
 - The stove at Culver has been having issues with the oven and should now be repaired.
 - The single zone mini split HVAC system in the Culver bunkroom has been operating almost all the time for the past twenty years. It may need replacement soon. More to come on that.
 - With the move into the new bunkroom space at Empire, we are looking into office cubical-like separations between the bunks for better privacy. There is a local business that may be willing to donate these partition walls. More to come on that.
- *Commissioner Lipari (Personnel)* - no report.
- *Commissioner Napoli (BOFC Chairperson / MCFDOA Representative / RCVFA Association Liaison)* - no report.
- *Commissioner Turner (Insurance / Intermunicipal Agreements)* - no report.

Old Business

1. Waiting for a complete detailed invoice to submit to Pat at Walsh Duffield for possible coverage for the water / mold repair and remediation issue at Empire.

New Business

1. All motions noted on the following table.



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MOTION	Motioned					Second					NOTES	
	Ange	Ingersoll	Lipari	Napoli	Turner	Ange	Ingersoll	Lipari	Napoli	Turner	Carried	
Approval of the previous meeting minutes.					X	X					X	With corrections
Approval to properly audit and pay the bills as submitted on or before this meeting date.	X						X				X	
Approval to move forward with insurance renewal process as proposed by Walsh Duffield Companies, Inc.			X							X	X	
Approval to move forward with the New York Cooperative Liquid Assets Securities System (NYCLASS) fund as outlined by the Treasurer.			X			X					X	
Approval to move forward with the proposed Learning Management System from Fire Engineering at a cost not to exceed \$7,500.			X			X					X	

***All votes and motions passed unanimously, unless otherwise noted.**

- Motion for Executive Session for *"The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment"* at 7:35pm by Commissioner Turner, seconded by Commissioner Ingersoll. Carried.
- Motion to exit Executive Session at 7:44pm by Commissioner Turner, seconded by Commissioner Ange. Carried.
- Motion for Adjournment at 7:46pm by Commissioner Lipari, seconded by Commissioner Ingersoll. Carried.

Respectfully Submitted,
Rodd Riesenberger
District Secretary

NEXT REGULAR MEETING: MONDAY, February 3, 2025, at 6:30pm, Culver Station.