



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

Board of Fire Commissioners Meeting Minutes

July 7, 2025

The regularly scheduled meeting of the Board of Fire Commissioners of the Irondequoit Fire District was held at the Culver Fire Station, 2960 Culver Road, in the Town of Irondequoit on July 7, 2025. The meeting was called to order at 6:30pm by the Chairperson who then led the Pledge of Allegiance then followed up with a moment of silence for Chief James Sitek, of the of the West Colesville Fire Company and father of IFD Volunteer Lieutenant Matthew Sitek. Chief Sitek had suffered a medical emergency while operating at a fire scene on July 4th in his hometown near Binghamton.

Attendance:

Commissioners		Other District Officers	
Ange	PRESENT	Chief Metcalfe	PRESENT
Ingersoll, Vice-Chairperson	NOT PRESENT	Assistant Chief Boehl	PRESENT
Lipari	PRESENT	Captain Serenati (VSS)	PRESENT
Napoli, Chairperson	PRESENT	Secretary Riesenberger	PRESENT
Turner	NOT PRESENT	Treasurer Brown	NOT PRESENT
		Purchasing Clerk 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**.
- Approval to properly audit and pay the credit card statement on or before this meeting - **APPROVED**.

Public Input Session – none.

Scheduled Appointments – none.

Introduction of New Members – none.

Correspondence Report – none.

Administration Report

Secretary Rodd Riesenberger, Treasurer Andy Brown, Deputy Treasurer James Mastin

1. We are still working on a new credit card purchasing General Orders.
2. The enrollment for the Healthcare change is in process and moving along with a lot of pieces of this project.
3. The 2% monies have been received, splits calculated, and checks written to all the various IFD Fire Companies.
4. We received a reimbursement from Monroe County for the RTF Training for \$3,273.06.
5. LaBella Associates has been contacted regarding the parking lot project at both fire stations along with a discussion regarding the scope of work involved.
6. The new ADA door opener from Alliance for the south door at the Culver Station has been ordered.



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

7. An emergency phone at the Culver Station main entrance has been installed and is operational.
8. The correct license plates for the new Mechanic's vehicle have been received.
9. The new ID printer has been received and should be operational soon.
10. The administrative staff is reviewing the current payroll company and possibly interested in switching to an alternative to BeneCare at a much lower cost to the district.
11. We received notification from Monroe County Civil Service that our 2025 annual payroll has been certified with zero (0) discrepancies.

Operations Report

Chief Metcalfe and Assistant Chief Boehl

1. Work is continuing for the preparation for the wake/funeral services for Chief James Sitek, Lt. Matthew Sitek's Father. Currently there are approximately 20 members of IFD attending the services spread across the two days. Chief Boehl, Captain Serenati, Lieutenant Kohlmeier and Chief Metcalfe will be out of service for all of Wednesday and will be returning Thursday in the early evening. Thank you to the BOFC for supporting this mission
2. The budget working group met on 6/26 and made great progress on transferring information, expenses and projections from the 2025 budget to the potential 2026 budget. We have another meeting scheduled for Monday July 14th at 0900 hours, and following that on the 7/21 BOFC, we should have a good first draft completed for commissioners to review. We are working very hard to maintain a low, single digit increase while also maintaining/increasing our services to the district.
3. West Webster FD has reached out inquiring if there will be a price change for our Mechanic Services. Additionally, Webster Fire Department (NEJFD) has inquired about IFD's services. Further discussion is needed to finalize Mechanic Services rate for 2026. **TABLED**.
4. The fuel pump for Fleet Mechanic Bell's Vehicle (1777) is in service and provided fuel to Marine 1776 early this morning. With the completion of this project, our fuel costs for 1776 will dramatically decrease as we go forward, great job to everyone who worked on that project!
5. FM Bell has requested to purchase a hydraulic hose machine with hose and fittings. Essentially this will allow him to replace hydraulic hoses on our apparatus with all of our FM partners. The cost of the tool/parts is \$6,225.20. Further discussion is needed regarding the exact unit that will be purchased. **TABLED**.
6. We successfully filed a FEMA Fire Prevention and Safety grant based on our Community Risk Assessment, titled "Project 2025, Smoke and Carbon Monoxide Detectors Across Irondequoit". The grant requested \$500,000 in funds to support the purchase and installation of 10,000 Smoke and Carbon Monoxide Detectors across the Town. Hopefully our grant will be successful, and we will hear more in Q4 of this year.



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

7. Chief Metcalfe and AC Boehl met with Union Leadership on 6/24 for a planned "Meet and Discuss" to maintain our open relationship and had a productive conversation for over two hours. I strongly appreciate the level of communication with our Union Partners, and all is well on that front currently.
8. Chief Metcalfe and AC Boehl met with John Alfieri from Pierce on Friday 6/27 to discuss the modification to the current E172 that was ordered last year to reduce costs where possible but also make changes to the apparatus that will benefit IFD. We also discussed Pierce's "Build My Pierce" program, which is a blend between stock and custom builds, but has a much shorter lead time of 36 months. This would be used for our Ladder Truck replacement. We have another meeting scheduled for July 17th to continue this process.
9. Chief Metcalfe will be attending the NYS Career Chiefs Meeting in Oswego next Tuesday/Wednesday. Seeking approval for the travel/hotel lodging with a CNTE \$250 - **APPROVED**.
10. The Chief is working on establishing a memorial wall outside of his office, dedicated to members of the RCFD/LFD/IFD who have lost their lives in the line of duty.
11. In accordance with the CBA between the Irondequoit Professional Firefighters and the Irondequoit Fire District, the following positions were posted at both stations at the conclusion of the 7/7 BOFC meeting. The Irondequoit Fire District is pursuing up to (1) Fire Lieutenant's position to currently backfill for vacancies caused by injury/illness and to prepare for future retirements. Additionally, the Fire District is pursuing up to (2) potential Firefighter positions to continue towards the operational goal of staffing each line group with a total of (10) members. Currently there are three groups of (9) and one group of (10) assigned firefighters and officers. Given the lack of a fall MCRTP, the Fire District is currently intending to interview "transfer" candidates for the prospective open Firefighter positions. Assistant Chief Boehl will be coordinating the interviews for both Firefighter and Fire Lieutenant.

Commission Reports

- *Commissioner Ange (Long Range Planning / Vice-Personnel)* - We would like to add \$12,000 to the 2026 budget for the ADA door at the Culver Station.
- *Commissioner Ingersoll (BOFC Vice-Chairperson / Buildings & Grounds / LVFA Association Liaison / AFDSNY Rep.)* - no report.
- *Commissioner Lipari (Personnel)* - no report.
- *Commissioner Napoli (BOFC Chairperson / MCFDOA Representative / RCVFA Association Liaison)* - The RCVFA is working on covering the cost to purchase a new dishwasher at the Culver Station and looking for the district to cover the cost of installation not to exceed \$1,000 - **APPROVED**.
- *Commissioner Turner (Insurance / Intermunicipal Agreements)* - no report.

Old Business - none



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

New Business

1. All motions noted on the following table.

MOTION	Motioned					Second					CARRIED	NOTES
	Ange	Ingersoll	Lipari	Napoli	Turner	Ange	Ingersoll	Lipari	Napoli	Turner		
Approval of the previous meeting minutes.	X							X			X	
Approval to properly audit and pay the bills as submitted on or before this meeting date.			X			X					X	
Approval to properly audit and pay the credit card statement on or before this meeting.			X			X					X	
Approval for Chief Metcalfe to attend the NYS Career Chiefs Meeting in Oswego next week for the travel/hotel lodging with a CNTE \$250.			X			X					X	
Approval to cover the installation costs for the new RCVFA dishwasher at no more than \$1,000.			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 7:24pm by Commissioner Lipari, seconded by Commissioner Ange. Carried.
- Motion to exit Executive Session and re-open the Regular Meeting at 8:20pm by Commissioner Ange, seconded by Commissioner Lipari. Carried.
- Motion for Adjournment at 8:21pm by Commissioner Lipari, seconded by Commissioner Ange. Carried.

Respectfully Submitted,

Rodd Riesenberger

Fire District Secretary

NEXT REGULAR MEETING: MONDAY, July 21, 2025, at 6:30pm, Culver Fire Station.