

UNAPPROVED

ONTARIO FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS MEETING
Minutes
June 6, 2024

- 1. Meeting Called to Order at 7:04 pm by Chairman A. Thompson.**
 - a. Pledge of Allegiance
 - b. Commissioners Present: Commr. C. Breed, Commr. R. Doyle, & Commr. A. Thompson, at 7:45 Commr. J. Agnello joined the meeting Excused: Commr. M. Wyse
 - c. Chief Officer(s) Present: J. Dundon (13-1) & S. Trottier (13-2)
 - d. OFC Members Present: None
 - e. Public / Salesperson Present: None

- 2. Public / Salesperson's Comments:** None

- 3. Motion to accept minutes of previous meeting(s) as presented or with corrections as noted.**
 - a. May 9, 2024 Business Meeting.
 - i. Motion to accept minutes above by Commr. R. Doyle, Second by Commr. C. Breed; Motion Carries 3-0.

- 4. Chief's Report:** Report on File.
 - a. Motion to approve request to take M73 to NYSFCA show in Syracuse June 13-15, 2024 made by Commr. C. Breed, Second by Commr. A. Thompson; Motion Carries 3-0.
 - b. S.O. Mooney is in need of new Bunker Pants, the state bid price is \$1859.00. Motion to approve purchase made by Commr. C. Breed, Second by Commr. R. Doyle; Motion Carries 3-0.
 - c. Motion to approve the amended parade schedule with all M & Chief vehicles approved made by Commr. C. Breed, Second by Commr. R. Doyle; Motion Carries 3-0.
 - d. Motion to approve the Chief's request to look into a trailer to haul the hose roller and any dirty / contaminated hose made by Commr. Commr. A. Thompson, Second by C. Breed; Motion Carries 3-0.

- 5. Treasurer's Report:**
 - a. Motion to Accept the Treasurer's Report made by Commr. C. Breed, Second by Commr. A. Thompson; Motion Carries 3-0.
 - b. Motion to pay before audit claims: #(s) 8190 totaling \$246.50 from the General Fund.
 - i. Motion by Commr. R. Doyle, Second by Commr. C. Breed; Motion Carries 3-0.
 - c. Motion to pay audited claims: #s 8170 – 8193 totaling \$29,310.15 from the General Fund.
 - i. Motion by Commr. R. Doyle, Second by Commr. C. Breed; Motion Carries 3-0.

- 6. Communications / Correspondence:**
 - a. M&T Bank – Collateral Statement, Filed
 - b. E-ZPass Statement – Balance \$27.76
 - c. Jason Smith - Hall usage request for 6/5/24. Approved via email JA.

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- d. Air Vacuum Corp. – Email regarding filters due for replacement.

7. Secretary's Report:

- a. Having difficulties with obtaining information for BPD to prepare the Official Statement for the Fire District to comply with SEC Rule 15c2-12 by June 30, 2024.
 - i. I did finally receive the requested assessment data and will complete the forms by the end of the weekend.

8. Committee Reports:

- a. Legal / Commr. R. Doyle: No Report
- b. Buildings / Commr. A. Thompson: Report on File
- c. Property / Commr. C. Breed: Report on File
- d. Apparatus / Commr. J. Agnello: Report on File
- e. Finance / Commr. M. Wyse: No Report

9. Action Items:

- a. The Ontario Fire Company has notified the district of the resignation of Barry Stewart. His notification and a letter from the secretary are on file.
- b. Invoice from AJ Lawn Care for \$345.00.> The secretary shall send a letter indicating that he did not get the bid.
- c. Notification from life member Ed Montgomery of change of address to out of district and request to remain an active-duty firefighter. The secretary will send a letter to the president of OFC requesting a vote to approve by 75% of members present.
- d. Meeting date for the next meeting. Monday July 8th.
- e. Hall use request: Josh Dundon - Station 3 on June 15th for a soccer team party for my daughter's soccer team. A little dinner and celebration for the season.
 - i. Motion to approve made by Commr. J. Agnello, Second by Commr. A. Thompson; Motion Carries 4-0.

10. Unfinished Business:

- a. Discussion of what to do with the unfinished alcove at Station 3. It is agreed to get quotes for concrete. Awaiting quotes.
- b. Due to price another quote is required for the table at Station 3. Multiple quotes received.
 - i. Motion to accept the quote from Apple Town Woodworks for \$1445.00 delivered, ½ payment with order made by Commr. J. Agnello, Second by Commr. A. Thompson; Motion Carries 4-0.

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11. New Business: None

12. Upcoming Meetings:

- a. The next business meeting is July 8, 2024 at 7:00pm.

14. Motion to Adjourn:

- a. Made at 8:09 pm by Commr. C. Breed, Second by Commr. R. Doyle;
Motion Carries 4-0.

Respectfully Submitted,



P. Matt Prinsen, Secretary

Reports attached;

Chief's

Buildings / Commr. A. Thompson

Apparatus / Commr. J. Agnello

Property / Commr. C. Breed

Treasurer's Financial Report

Chief's Report to the Ontario Fire District

06/06/2024

- Chief Vehicle mileage
 - 2020 Tahoe : 52,540 miles
 - 2018 Tahoe : 63,566 miles
 - 2016 Tahoe : 73,935
- Training update
 - June 10th, 1900hrs Vehicle Extrication Part 1
 - Dashboard elevation and door removal
 - June 18th, 1900hrs Vehicle Extrication Part 2
 - Roof removal, lift with airbags and struts
 - June 24th, 1900hrs Fire extinguishers
 - Daytime fire school will be announced
 - We had 3 trainings in the month of May with an average attendance of 16
- Calls
 - We responded to 31 calls for service in the month of May
 - We responded to Clevenger Road for the initial report of a vehicle fire, but turned out to be a large barn on fire (200 feet long by about 30 feet wide). It is believed that the fire started a couple hours prior to being called. When I arrived on scene, the roof and walls had already collapsed in on the main part of the barn.
- Safety Officer Mike Mooney is in need of new bunker pants. We checked our spare sets and none would fit him properly. The cost would be 1,859 dollars. I am requesting district approval for this purchase.
- On June 13th and 15th, The Chief's show is in Syracuse. Multiple members are signed up both days. I am requesting permission for members to use M73 to go out to the show.
- I have attached a copy of the Parade Schedule. I am requesting District Approval to Take Rescue 8 and either M73 or M78 to the Parades. For the Webster Parade, I would like to include Truck 2.
- At the recent barn fire, we were finally able to try out our new hose rolling machine. I am happy to report, that the roller worked great, and the members liked it a lot. It really did save time getting the 5 inch hose picked up (about 900-1000 feet of hose was laid). With that being said, we had a small issue getting the machine back and forth from the station. We used M78, but we had to take everything out of it. I am requesting the district allow me to look into getting a small utility trailer to assist with getting that around. The other issue we had, was all the handlines, 2.5 inch hose and 3 inch blitz fire hose all had to be rolled and cleaned. Again, we needed to use M73 and M78 to assist with transporting the hose. We could use this trailer for hauling dirty and contaminated hose back to the stations. We could tow it with any of the Chief's vehicles or M73, BR30, M59 etc. There are other uses for it as well such as hauling pumps around if we have a mass cellar pumping event occur. Thank you for your consideration.

Respectfully submitted,

Joshua P. Dundon

Fire Chief



(877) 637-3473

Quote

Quote # QT1819037
Date 05/13/2024
Expires 05/28/2024
Sales Rep Faro, Timothy J
PO # Pending Approval
Shipping Method FedEx Ground
Customer ONTARIO FIRE DISTRICT (NY)
Customer # C66107

Bill To
 Steve Trottler
 ONTARIO FIRE DIST.
 P.O. BOX 316
 Ontario NY 14519
 United States

Ship To
 ONTARIO FIRE DISTRICT
 6160 WALTER CONE DRIVE
 Ontario NY 14519
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
HFRP Tail Pant	NYONTA00046		NYONTA00046 HFRP Tail Pant Morning Pride Tails Pant (Charcoal) NPPgov contract PS20040 5% off list \$2,414.03 std discount \$2293.33 Qty discount shown	1	\$1,859.00	\$1,859.00

Subtotal \$1,859.00
Shipping Cost \$0.00
Tax Total \$0.00
Total \$1,859.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1819037

Comm. Building Report

-Jeff did all the lights, any training on them he will help. Also did some work for adding electrical outlets, helping with wire for station 3.

-cameras are all installed at station 3, also if there are any issues with the fob reader let me know.

-prices for door.

-concrete for station 3 waiting on Charlie to get me the price. He's been playing catch up after all the rain.

-Still waiting on final word for the property, I will be going to the town board meeting on Monday.

-There will be paving contractors coming up for estimates in case you see them and wonder who they are.

LMC waiting on PART FOR AC in RADIO ROOM

Aron F. Thompson

STA 2 AIR VAC BUS FOR ENGINE ON 1 SIDE

Property Report

6/6/2024

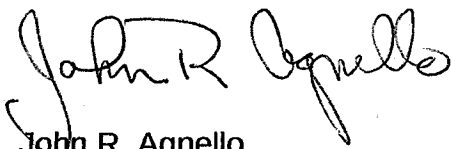
1. Hose testing was canceled due to weather. It has been rescheduled for next Thursday (6/13).
2. The TV monitor for the Station 3 security system has been relocated to a wall bracket. When I entered the radio closet for this project, I noticed that the radio for the fire alarm system was turned off. If there had been a fire inside the station, there would have been no automatic pager notification.

APPARATUS REPORT

June 2024

- T-2 engine brake not working getting repaired 6/6/24
- T-2 Aerial Testing is set for June 7th at 7:00 am
- E-57 inspection is due this month
- BR-30 oil change is due DONE
- Pump Testing getting set up of late June or early July 6/17
- E-67 air hose connection leaking
- 13-3 buggy needs muffler repair 650-800 dollars
- Talking with Vander-Molen Repair
- 13-1 buggy in need of brakes
- All other trucks in good repair
- Looking into other vendors for repairing

Respectfully Submit,



John R. Agnello

Commissioner Ontario Fire District #1

Ontario Fire District #1
Balance Sheet
As of May 31, 2024

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1_ Checking Acct - Lyons#0006	17,691.80
2_ General Fund - Lyons #5396	1,034,745.83
3_ Capital Reserve - Lyons #0184	328,387.86
4_ Capital Reserve CD	729,971.67
5_ Debit Account	5,000.00
Total Checking/Savings	2,115,797.16
Other Current Assets	
Prepaid Expenses	14,586.23
Total Other Current Assets	14,586.23
Total Current Assets	2,130,383.39
Other Assets	
Amount to be Provided for Bonds	1,965,000.00
Total Other Assets	1,965,000.00
TOTAL ASSETS	4,095,383.39
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Bond Payable - Station #2	300,000.00
Bond Payable - Station #3	1,665,000.00
Total Long Term Liabilities	1,965,000.00
Total Liabilities	1,965,000.00
Equity	
Fund Equity - Capital Reserve	1,025,673.81
Fund Equity - Unreserved	
Equity - Not in Spendable Form	14,586.23
Total Fund Equity - Unreserved	14,586.23
Unrestricted Fund Equity	306,672.35
Net Income	783,451.00
Total Equity	2,130,383.39
TOTAL LIABILITIES & EQUITY	4,095,383.39

Ontario Fire District #1 Profit & Loss Budget vs. Actual January through May 2024

	Jan - May 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest Earnings	6,931.37	7,500.00	-568.63	92.4%
Interest Income - Restricted	32,685.72			
PILOT Revenue - Ginna	105,768.00	105,768.00	0.00	100.0%
Real Property Tax Assessments	779,066.00	779,065.00	1.00	100.0%
Rentals (RG&E)	0.00	200.00	-200.00	0.0%
Total Income	<u>924,451.09</u>	<u>892,533.00</u>	<u>31,918.09</u>	<u>103.6%</u>
Gross Profit	924,451.09	892,533.00	31,918.09	103.6%
Expense				
Association Dues - A-3410.414	140.00	800.00	-660.00	17.5%
Contract Services				
Accounting & Legal - A-3410.456	5,506.18	12,000.00	-6,493.82	45.9%
Surveying Fees - A-3410.462	0.00	2,500.00	-2,500.00	0.0%
Total Contract Services	<u>5,506.18</u>	<u>14,500.00</u>	<u>-8,993.82</u>	<u>38.0%</u>
Drills, Parades, - A-3410.417	2,058.00	3,000.00	-942.00	68.6%
Election Inspect. - A-3410.413	0.00	420.00	-420.00	0.0%
Equipment Purch - A-3410.200	18,436.66	86,300.00	-67,863.34	21.4%
Facilities and Equipment				
Bldg Repair/Maint - A-3410.442	10,132.55	150,000.00	-139,867.45	6.8%
Building Utilities - A-3410.422	9,034.75	33,000.00	-23,965.25	27.4%
Motor Fuel - A-3410.421	3,048.63	12,000.00	-8,951.37	25.4%
Repairs -Equipment - A-3410.444				
Equipment PM	0.00			
Repairs -Equipment - A-3410.444 - Other	10,249.28	40,000.00	-29,750.72	25.6%
Total Repairs -Equipment - A-3410.444	<u>10,249.28</u>	<u>40,000.00</u>	<u>-29,750.72</u>	<u>25.6%</u>
Total Facilities and Equipment	<u>32,465.21</u>	<u>235,000.00</u>	<u>-202,534.79</u>	<u>13.8%</u>
Fire Training - A-3410.470	263.94	7,500.00	-7,236.06	3.5%
Insurance - A-3410.432	70,465.82	84,984.00	-14,518.18	82.9%
Medical - A-3410.441	1,950.00	9,000.00	-7,050.00	21.7%
Operations				
Office Supplies - A-3410.418	167.57	5,000.00	-4,832.43	3.4%
Postage - A-3410.411	83.00	500.00	-417.00	16.6%
Public Notices - A-3410.412	73.78	300.00	-226.22	24.6%
Telephone, Telecom - A-3410.420	3,592.27	9,000.00	-5,407.73	39.9%
Total Operations	<u>3,916.62</u>	<u>14,800.00</u>	<u>-10,883.38</u>	<u>26.5%</u>
Other - A-3410.499	381.72	5,000.00	-4,618.28	7.6%
Payroll - Treasurer A-3410.100	3,060.00	9,200.00	-6,140.00	33.3%
Travel and Meetings				
Convention/Seminar - A-3410.415	0.00	5,000.00	-5,000.00	0.0%
Travel - A-3410.416	0.00	5,000.00	-5,000.00	0.0%
Travel and Meetings - Other	0.00			
Total Travel and Meetings	<u>0.00</u>	<u>10,000.00</u>	<u>-10,000.00</u>	<u>0.0%</u>

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06/02/24

Accrual Basis

Ontario Fire District #1
Profit & Loss Budget vs. Actual
January through May 2024

	Jan - May 24	Budget	\$ Over Budget	% of Budget
Uniforms - A-3410.419	2,355.94	10,000.00	-7,644.06	23.6%
Total Expense	141,000.09	490,504.00	-349,503.91	28.7%
Net Ordinary Income	783,451.00	402,029.00	381,422.00	194.9%
Other Income/Expense				
Other Expense				
Bond Interest - A-9711.700	0.00	25,029.00	-25,029.00	0.0%
Bond Redemption - A-9711.600	0.00	305,000.00	-305,000.00	0.0%
Total Other Expense	0.00	330,029.00	-330,029.00	0.0%
Net Other Income	0.00	-330,029.00	330,029.00	0.0%
Net Income	783,451.00	72,000.00	711,451.00	1,088.1%

Ontario Fire District #1

6/2/2024 1:10 PM

Register: 1_Checking Acct - Lyons#0006

From 05/01/2024 through 05/31/2024

Sorted by: Cleared status

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/10/2024			2_General Fund - Lyon...	Funds Transfer		X	12,000.00	28,373.08
05/11/2024	11031	Agnello, John	Accounts Payable	Reimbursement...	96.11	X		28,276.97
05/11/2024	11032	Altra Rental	Accounts Payable	01-913000	257.39	X		28,019.58
05/11/2024	11033	American Legion Pos...	Accounts Payable	4 - 4x6 Flags ...	120.00	X		27,899.58
05/11/2024	11034	Anderson, John	Accounts Payable	April 2024 Cle...	500.00	X		27,399.58
05/11/2024	11035	BPD	Accounts Payable	1376-FMS	1,031.18	X		26,368.40
05/11/2024	11036	Breen's Markets	Accounts Payable	383	258.72	X		26,109.68
05/11/2024	11037	C&D Automotive	Accounts Payable		72.96	X		26,036.72
05/11/2024	11038	Charter Sta 1	Accounts Payable	202-45787100...	286.49	X		25,750.23
05/11/2024	11039	Charter Sta 2	Accounts Payable	144156001	115.54	X		25,634.69
05/11/2024	11040	Charter Sta 3	Accounts Payable	202-14853940...	149.97	X		25,484.72
05/11/2024	11041	K&D Disposal	Accounts Payable	Inv. # 201128...	158.00	X		25,326.72
05/11/2024	11042	LMC	Accounts Payable	Inv. # 73113 / ...	920.00	X		24,406.72
05/11/2024	11043	Ontario Highway	Accounts Payable	April 2024 Fue...	765.78	X		23,640.94
05/11/2024	11044	Papa Reggio's	Accounts Payable	Inv. # 0505202...	483.48	X		23,157.46
05/11/2024	11045	PMPrinsen	Accounts Payable	Secretary / Tre...	765.00	X		22,392.46
05/11/2024	11046	RG&E	Accounts Payable		1,534.75	X		20,857.71
05/11/2024	11047	Tops Markets, LLC	Accounts Payable	322689	174.38	X		20,683.33
05/11/2024	11048	United Uniform	Accounts Payable	3014964	340.45	X		20,342.88
05/11/2024	11049	Williamson Automot...	Accounts Payable	Inv. # 9487 / ...	2,096.08	X		18,246.80

Ontario Fire District #1

6/2/2024 1:10 PM

Register: 1_Checking Acct - Lyons#0006

From 05/01/2024 through 05/31/2024

Sorted by: Cleared status

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/11/2024	11050	Wyse Lawn & Lands...	Accounts Payable		555.00	X		17,691.80