

Point Pleasant Fire District

55 Ewer Avenue Rochester, New York 14622

The meeting was called to order with the Pledge of Allegiance by District Administrator at 11:00 am

The meeting was held at Station 1, 55 Ewer Avenue Rochester, New York 14622

Minutes of the Organizational Meeting – January 1, 2021

Commissioners: P. Bond, S. Nichols, K. Doran, K. Wuest,
Employees: Treasurer/District Administrator M. Thomas

District Administrator, Mark Thomas asked for nominations for Chairman of the Board for 2021. Commissioner Wuest nominated Commissioner Doran for Chairman. Commissioner S. Nichols seconded the nomination and it was approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Wuest to appoint Michelle Cummings as Secretary to the Board at the agreed to salary as adopted in the 2021 budget. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Bond to appoint Mark Thomas as District Administrator/Treasurer to the District with the agreed to salary as adopted in the 2021 budget. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner S. Nichols to appoint Louis Micca as Legal Counsel to the District at the agreed retainer fee as adopted in the 2021 budget. Approved 4-0.

A motion was made by Commissioner Doran, and seconded by Commissioner Bond to approve salary for each District employee for 2021 at the rate agreed upon. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Wuest to appoint Mark Thomas as records manager for the District. Approved 4-0.

A motion was made by Commissioner Doran, and seconded by Commissioner Wuest to appoint Commissioner Bond as Deputy Treasurer, a non-paid position. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Wuest to designate Messenger Post as the official newspaper of the Point Pleasant Fire District. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Bond to designate Canandaigua National Bank as the official bank of the Point Pleasant Fire District. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner S. Nichols to approve the Code of Ethics policy. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Wuest to hold our meetings on the first Wednesday of every month at 6:30 pm at Station 2. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Bond to have the 2020 year-end financial report due within 60 days from 2020 year end and after outside audit is complete. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Wuest to authorize the payment of bills due, when such due date falls prior to the regular Board meeting and will incur a penalty for late payment. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Bond that the mileage reimbursement for approved "out of district travel" shall be in accordance with the IRS authorized rate for the year 2021. Approved 4-0.

A motion was made by Commissioner Doran to approve the 2021 Line Officers as presented by the Association, seconded by Commissioner S. Nichols. Approved 4-0.

Commissioner Doran then announced the following job assignments for 2021:

Doran: Chairman / Day to Day Administration / Budget & Finance / Liaison to Monroe County Fire District Officers Association / IT & Communication

Wuest: Personnel / Liaison to Fire Council and Town wide projects / District Spokesperson

Bond: Policies and Procedures / Insurance / EMS / Station #2 / Payroll / Liaison to Monroe County Fire District Officers Association

S. Nichols: Station #1 / Liaison to the Town of Irondequoit / Liaison to the Association / Equipment

J. Nichols: Training Grounds / Station #2 / Liaison to the Drill Team

With the Organizational Meeting completed, Commissioner Doran moved for adjournment. Commissioner Wuest seconded this motion and it was approved 4-0.

Adjourned at 11:17 am.

Next regular meeting will be held Wednesday, January 6, 2021 at 6:30 pm.

Respectfully submitted,

Mark Thomas, Treasurer/District Administrator on behalf of
Michelle Cummings, Secretary