

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 6:30 pm

The meeting was held at Station 2, 257 Kings Highway North, Rochester, New York 14617

Minutes of the Organizational Meeting – January 2, 2019

Commissioners: M. Cummings, K. Doran, R. Hoag (G. Clarcq arrived at 6:34pm)

Employees: Treasurer M. Thomas, Secretary M. Cummings

District Administrator, Mark Thomas asked for nominations for Chairman of the Board for 2019. Commissioner Hoag nominated Commissioner Doran for Chairman. Commissioner Cummings seconded the nomination and it was approved 3-0.

A motion was made by Commissioner Doran and seconded by Commissioner Clarcq to appoint Michelle Cummings as Secretary to the Board at the agreed to salary as adopted in the 2019 budget. Approved 3-0. (Commissioner Cummings abstained)

A motion was made by Commissioner Doran and seconded by Commissioner Clarcq to appoint Mark Thomas as Treasurer/District Administrator to the District with a salary to be discussed. Approved 4-0. .

A motion was made by Commissioner Doran and seconded by Commissioner Cummings to appoint Louis Micca as Legal Counsel to the District at the agreed retainer fee as adopted in the 2019 budget. Approved 4-0.

A motion was made by Commissioner Doran, and seconded by Commissioner Clarcq to appoint Michael Passero as District Laborer, at the rate agreed upon. Approved 3-0. (Commissioner Cummings abstained.)

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

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

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

A motion was made by Commissioner Doran and seconded by Commissioner Clarcq to hold our meetings on the first Wednesday of every month at 7:00pm at Station 2. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Clarcq to have the 2018 year-end financial report due within 60 days from 2018 year end and after outside audit is complete. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Clarcq 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 Clarcq that the mileage reimbursement for approved out of the district travel shall be in accordance with the IRS authorized rate for the year 2019. Approved 4-0.

A motion was made by Commissioner Doran and seconded by Commissioner Clarcq to appoint the following individuals to serve as the Fire District Safety Review Committee: Mark Thomas, Mark Cummings, Aaron Williams and Thomas Albert. Approved 4-0.

Commissioner Doran then announced the following job assignments for 2019:

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

Hoag: Equipment/ Liaison to Monroe County Fire District Officers / Payroll

Clarcq: Policies and Procedures / Insurance / EMS / Liaison to the Association

Cummings: Station #1 / Liaison to the Town of Irondequoit / Personnel / Liaison to the Line Officers

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

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

Adjourned at 6:48pm.

Next regular meeting will follow this meeting at @ 7:00 pm.

Respectfully submitted,

Michelle Cummings, Secretary