

Pursuant to call, the Monthly Board Meeting of the Henrietta Fire District, County of Monroe, State of NY, was duly held at the Henrietta Fire District Station #4, 850 Bailey Road, W. Henrietta, NY on March 12, 2024 with public remote access.

MEMBERS PRESENT:

Chairman F. Joe Martin, Jr.  
 Commissioner William R. Gilchrist  
  
 Commissioner Ronald Barber  
  
 Sec./Treas. Barbara A. Schaeffer  
 Clerk Samantha Robinson  
 Counsel Peter J. Weishaar

MEMBERS ABSENT:

Commissioner Jeffrey Wilson  
  
 Commissioner Scott Pfluke

Chairman Martin opened the meeting at 5:33 PM.

Guest: Michael Fries – Storm Ready Presentation

RESOLUTION NO. 54, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to go into Executive Session at 5:40PM to discuss the medical, financial, credit or employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person. Returned at 7:00PM

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 55, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to approve the meeting minutes from the February 13, 2024 Board meeting.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 56, 2024

On the motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to approve the following training requests:

Last	First	Rank	Class	Location	Date	Cost	Coverage Hours Needed	Class Contact Hours	Coverage needed for:	ER (Employee Requested) DR (District Required)	OT Hours
Hendershott	Ryan	Lt.	Command and Control - Operations	NFA	4/6 - 4/13/2024	\$ 358.23	48	56	4/6,4/11	DR	40
Barber	Doug	Lt.	Fire Officer 2	Irondequoit	5/6 - 5/10/2024	\$ -	20	40	5/7D, 5/10D	ER	
Berry	Pat	Lt.	Flashover	West Webster	9/21/2024	\$ 125.00	0	4		ER	
Chapman	Jen	FF	Fire Officer 1	PSTF	3/18-3/27/2024	\$ -	30	56	3/18D,3/21D,3/26D	ER	
Chapman	Jen	FF	NYSC Conference Hands on	Syracuse	6/11-6/15/2024	\$ 700.00	24	8	6/14/2024	ER	
Dake	Colin	FF	Live Fire Instructor	Henrietta	3/21-3/22/2024	\$ -	0	16		DR	16
Dodson	Charles	Capt	Live Fire Instructor	Henrietta	3/21-3/22/2024	\$ -	0	16		DR	8
Hammon	Chuck	Capt	Live Fire Instructor	Henrietta	3/26-3/27/2024	\$ -	0	16		DR	16
Hayes	Tom	Capt	Building Comm Support for CRR	Fishers	3/12 - 3/13/2024	\$ -	24	16	3/13D	ER	
Hebert	Damian	Lt.	Live Fire Instructor	Henrietta	3/19-3/20/2024	\$ -	0	16	3/20D	DR	8
Lowry	Nick	FF	Fire Officer 1	PSTF	3/18-3/27/2024	\$ -	30	56	3/18D,3/21D,3/26D	ER	
Phillips	JJ	FF	NYSC Conference Hands on	Syracuse	6/11-6/15/2024	\$ 700.00	34	40	6/12,6/15D	ER	
Phillips	JJ	FF	Live Fire Instructor	Henrietta	3/19-3/20/2024	\$ -	0	16	3/19D	DR	8
Pietrzykowski	Tim	FF	Fire Officer 1	PSTF	3/18-3/27/2024	\$ -	20	56	3/19D, 3/27D	ER	
Pollock	DJ	FF	NYSC Conference Hands on	Syracuse	6/11-6/15/2024	\$ 700.00	24	8	6/12/2024	ER	
Pollock	DJ	FF	Live Fire Instructor	Henrietta	3/19-3/20/2024	\$ -	0	16	3/19D	DR	8
Potter	Jeff	Lt.	STEP Conference	College Town	3/21-3/23/2024	\$ 210.00	5	24	3/21 5pm-10pm	ER	
Rosario	Donato	FF	NYSC Conference Hands on	Syracuse	6/11-6/15/2024	\$ 700.00	24	8	6/14/2024	ER	
Treuer	Chris	FF	Fire Officer 1	PSTF	3/18-3/27/2024	\$ -	0	56	3/19D,3/24D,3/27D	ER	
Weatherell	Dwane	FF	Live Fire Instructor	Henrietta	3/21-3/22/2024	\$ -	0	16		DR	16
Wilson	Kyle	Lt.	Live Fire Instructor	Henrietta	3/26-3/27/2024	\$ -	0	16		DR	16
Younger	Robert	FF	Live Fire Instructor	Henrietta	3/26-3/27/2024	\$ -	0	16		DR	16
Karasek	Matt	FF	NYSC Conference Hands on	Syracuse	6/12/2024	\$ 295.00	0	8		ER	
Chapman	Jen	FF	PEER Support Training	Batavia	5/20-5/21/2024	\$ 50.00	12	16	5/21D	ER	
Alaimo	Steve	Disp	Communication Exercise	SPTC	5/20-5/24/2024	\$ 100.00	48	24	5/21,5/24	ER	
Musuku	Shriya	Recruit	EMT Class	PSTF	6/24 - 8/24	\$ -	0	0		ER	
Devitto	Sydney	Recruit	EMT Class	PSTF	6/24 - 8/24	\$ -	0	0		ER	
Hammon	Chuck	Capt	PEER Support Training	Batavia	5/20 - 5/21/2024	\$ -	10	16	5/20D	ER	
Wagner	Mike	Lt.	FDIC	Indy	4/14 - 4/20/2024	\$ -	24	40	4/14/2024	ER	
Krywy	Bran	Capt	Codes Refresher	West Webster	5/14 - 5/16	\$ 250.00	10	24	5/14D	ER	
Dinsmore	Mike	AC	Codes Refresher	West Webster	5/14 - 5/16	\$ 250.00	0	24		ER	

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 57, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to accept 2023 Annual Penflex Executive Summary Report, as submitted.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 58, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to authorize payment of the administrative fees to Penflex from the LOSAP Trust Fund.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 59, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the payment of bills by purchase order or by voucher from the general fund - check numbers 38537-38605 in the amount of \$581,844.77, if it should have been certified to be true and correct in a statement by or on behalf of the claimant upon a form approved by the Board of Fire Commissioners.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 60, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the 2023 Treasurer's Report.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 61, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to amend the procurement policy to update the named individuals responsible for purchasing by removing Commissioner Stafford and adding Commissioner Barber.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 62, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to cancel the April 9<sup>th</sup> Board Meeting and reschedule it to be held on Tuesday April 16, 2024 at 5:30PM.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 63, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to accept 2023 lawn service quotes for all

stations. Quotes will be reviewed at the April meeting.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 64, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to accept resignation from Elaine Swearingen (Co. 3) effective March 30, 2024.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 65, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the application from Anthony Fiordeliso (Co. 1), pending successful completion of the recruit process.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 66, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to approve the application from Emma Olsen (Co. 2), pending successful completion of the recruit process.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 67, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the application from Jacob Briggs (Co. 3), pending successful completion of the recruit process.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 68, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to approve the request from Company 2 to hold their 2024 Annual Egg Hunt on March 23, 2024 at Martin Road Park.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 69, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the following surplus:  
Inv. #7774- Hurst power unit  
Desktop PC- ID# HFD-W10-DT13, to be scrapped

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 70, 2024

On motion of Commissioner Martin, seconded by Commissioner Gilchrist, resolved to hire a maintenance mechanic, based on HR list -1, start date is pending.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 71, 2024

On motion of Commissioner Martin, seconded by Commissioner Barber, resolved to hire 2 firefighters, based on HR list -2 with a start date of 3/27/2024.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 72, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to authorize Samantha Robinson to attend the NYSLRS Education Seminar at Genesee Valley BOCES on Friday April 12, 2024 from 9AM-4PM.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 73, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to authorize the purchase of SCBA tags from Turnout Express at a cost of up to \$2,400.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 74, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to authorize a mini-bid for a vehicle purchase. Details to be reviewed at the April meeting

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 75, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to authorize the purchase of a 2023 Silverado ½ ton pickup from DeNoyer Chevrolet in the amount of \$50,925.70, upon successful review of legal counsel.

Duly put to vote as follows:

Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 76, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to authorize the purchase G5 Dual Band Pe5 pagers from PMC Associates, at a cost of up to \$4,000.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 77, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to authorize Chief Cholach to approach the Town of Henrietta for a possible IMA to purchase multi-band radios. Details to be presented at the April meeting.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 78, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to approve the following policies, as presented by Chief Cholach:

- #333 - District Running Orders
- #1217 – Emergency Career Callbacks
- #1051 – Volunteer Leave of Absence
- #1050 – Policy Prohibiting Employee Fraternization

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

RESOLUTION NO. 79, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to authorize the purchase of 15 sets of turnout gear before April 1, 2024 to avoid a cost increase of 8%.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	CARRIED

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, the meeting adjourned at 7:45 PM.