

Pursuant to call, a Board Meeting of the Henrietta Fire District, County of Monroe, State of NY, was duly held immediately following the Organizational Meeting at the Henrietta Fire District Station #4, 850 Bailey Road, W. Henrietta, NY on January 14, 2025 at 5:38PM with public remote access.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Chairman Martin opened the Board meeting at 5:38 PM.

RESOLUTION NO. 16, 2025

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to go into Executive Session 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 at 5:38PM.

Duly put to vote as follows:

Commissioner Pfluke Voting Aye
 Commissioner Wilson Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Barber Voting Aye

CARRIED

Returned from Executive Session at 6:45PM.

RESOLUTION NO. 17, 2025

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the 12/10/24 Board Meeting minutes.

Duly put to vote as follows:

Commissioner Pfluke Voting Aye
 Commissioner Wilson Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Barber Voting Aye

CARRIED

RESOLUTION NO. 18, 2025

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to authorize the following budget transfers:

To: Account #	Account Name	Transfer In	From: Account #	Account Name	Transfer Out
3410113	PR- Lts	\$ 1,887.00			
3410117	PR- Bat. Chiefs	\$ 23,546.00			
3410114	PR- Asst Chief	\$ 2,275.00			
3410115	PR- Chief	\$ 5,347.00			
3410111	PR- Dispatchers	\$ 18,859.00			
		\$ 51,914.00	3410112	PR- Firefighter	\$ 51,914.00
3410121	PR- Sec./Treas.	\$ 5,986.00			
3410122	PR- Mechanic	\$ 4,143.00			
3410123	PR- Clerk	\$ 4,971.00			
		\$ 15,100.00	3410495	PR- Facility Mgr	\$ 15,100.00
3410201	Officers Cars	\$ 12,161.00			
3410405	Fire App Other	\$ 16,095.00			
		\$ 28,256.00	3410205	Fire Equip	\$ 28,256.00
3410448	PR Svc Fees	\$ 421.00			
3410412	Bldg Supp/Rep- Sta 4	\$ 2,318.00			
3410488	Bldg Supp/Rep- Sta 7	\$ 1,680.00			
3410431	Convention Travel	\$ 947.00			
3410436	Maint/Suppl SCBA	\$ 34.00			
3410460	Train-Fire Prevention	\$ 170.00			
3410463	Train- Other	\$ 4,928.00			
3410472	Water- Sta 4	\$ 48.00			
3410474	Water- Sta 6	\$ 5.00			
		\$ 10,551.00	9060801	Health/Dental Ins.	\$ 10,551.00
		\$ 105,821.00			\$ 105,821.00

Duly put to vote as follows:

Commissioner Barber Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Wilson Voting Aye
 Commissioner Pfluke Voting Aye CARRIED

RESOLUTION NO. 19, 2025

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

Last	First	Rank	Class	Location	Date	Cost	Coverage Hours Needed	Class Contact Hours	Coverage needed for:	(Employee Req)
Martin	Frank	LT	Fire Officer 2	Victor	2/1-2/10		20	50	2/1(D),2/9(D)	ER
Berry	Pat	LT	Fire Officer 2	Victor	2/1-2/10					ER
Martin	Frank	LT	Colt	Hilton	2/28-3/1	\$200.00	10	16	2/28 (D)	ER
Tornstrom	Alyssa	FF	Fire Behavior	W Webster	3-May	\$245.00				ER
Tam	Justin	Capt	FLBOA	Henrietta	3/10-3/12	\$460.00				ER
Wilson	Kyle	LT	NYS AFC Short hand ff	Henrietta	30-Sep	\$50.00				ER
Wilson	Kyle	LT	NYS AFC fire behavior	W Webster	3-May	\$295.00				ER
Cammilleri	Danielle	FF	Ice/Cold water rescue	Monroe	2/4-2/5			16		DR
Lowry	Nicholas	FF	Ice/Cold water rescue	Monroe	2/4-2/5		10	16	2/4 (D)	DR
Wilson	Kyle	LT	Ice/Cold water rescue	Batavia	1/29-1/30			16		DR
Thompson	Ben	FF	Evoc	Ontario	3/5-4/6					DR
Chapman	Jennifer	FF	Colt	Hilton	2/28-3/1	\$200.00	10	16	2/28 (D)	ER
Tornstrom	Alyssa	FF	Ice/Cold water rescue	Batavia	1/29-1/30			16		DR
Sackett	Joshua	FF	Ice/Cold water rescue	Batavia	1/29-1/30			16		DR
Hirschman	Ryan	FF	Ice/Cold water rescue	Batavia	1/29-1/30		10	16	29-Jan	DR
Smith	Alysaa	FF	Ice/Cold water rescue	Batavia	1/29-1/30		10	16	29-Jan	DR
Bushen	Georgia	FF	Ice/Cold water rescue	Batavia	1/29-1/30			16		DR
Ely	Brian	FF	Ice/Cold water rescue	Batavia	1/29-1/30			16		DR
Dinsmore	Mike	AC	FLBOA	Henrietta	3/10-3/12	\$460.00		24		

Duly put to vote as follows:

Commissioner Pfluke Voting Aye
 Commissioner Wilson Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Barber Voting Aye CARRIED

RESOLUTION NO. 20, 2025

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to approve the payment of bills by purchase order or by voucher from the General Fund - check numbers 39219-39286 and ACH in the amount of \$415,192.55, 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 Gilchrist Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Wilson Voting Aye
 Commissioner Pfluke Voting Aye CARRIED

RESOLUTION NO. 21, 2025

On motion of Commissioner Pfluke, seconded by Commissioner Wilson, resolved to authorize the Chairman to sign the contract with Firematic Supply Co., Inc. to purchase fire apparatus in accordance with the bid/proposals as set forth below and in the contract:

1. Pierce Enforcer Engine, Bid #959, for \$1,202,103; and
2. Pierce Enforcer 100' Platform Quint, Bid 1015, for \$2,452,631

Duly put to vote as follows:

Commissioner Pfluke Voting Aye
 Commissioner Wilson Voting Aye
 Commissioner Martin Voting Aye
 Commissioner Gilchrist Voting Aye
 Commissioner Barber Voting Aye CARRIED

RESOLUTION NO. 22, 2025

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to approve the request from Quintus Hicks to take personal leave from 12/31/24-2/28/25.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Pfluke	Voting	Aye	CARRIED

RESOLUTION NO. 23, 2025

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to accept the application from Stephanie Parma (Co. 1) upon successful completion of the volunteer recruit process.

Duly put to vote as follows:

Commissioner Pfluke	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 24, 2025

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to go into Executive Session 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 at 6:55 PM.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Pfluke	Voting	Aye	CARRIED

Returned from Executive Session at 7 PM.

RESOLUTION NO. 25, 2025

On motion of Commissioner Pfluke, seconded by Commissioner Wilson, resolved to accept the application from Gideon DeMarco (Co.3) upon successful completion of the volunteer recruit process.

Duly put to vote as follows:

Commissioner Pfluke	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 26, 2025

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to accept the application from Thomas Dundon (Co.2) upon successful completion of the volunteer recruit process.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Pfluke	Voting	Aye	CARRIED

RESOLUTION NO. 27, 2025

On the motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to authorize Alyssa Tornstrom to attend Columbia Southern University to complete her Bachelor's degree in Fire Administration as per CBA Article 9.

Duly put to vote as follows:

Commissioner Pfluke	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 28, 2025

On the motion of Commissioner Wilson, seconded by Commissioner Barber, BE IT RESOLVED,

- (1) The firm of Bernard P. Donegan, Inc., is hereby designated Municipal Advisor to the Henrietta Fire District.
- (2) Said firm shall be compensated for its services to be rendered in accordance with its letter of services dated December 17, 2024.
- (3) The Chairman of the Board is hereby authorized to execute and deliver said letter of services.
- (4) This resolution shall take effect immediately.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Pfluke	Voting	Aye	CARRIED

RESOLUTION NO. 29, 2025

On the motion of Commissioner Pfluke, seconded by Commissioner Barber, resolved to authorize up to 7 members to attend the CAFDA Region OSC Training or the 2025 Annual Pinsky Conference, both held the last week of March.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	- stepped out of meeting ahead of this vote	
Commissioner Pfluke	Voting	Aye	CARRIED

RESOLUTION NO. 30, 2025

On the motion of Commissioner Wilson, seconded by Commissioner Barber, resolved to authorize the purchase of gear lockers for Station 7, from Witmer Public Safety, at a cost of \$7,486 (lowest quote). Additional quotes received from First Out Rescue and Safeware Inc.

Duly put to vote as follows:

Commissioner Pfluke	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 31, 2025

On the motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to authorize the purchase of 1 -Scag Zereturn mower, 1- Echo Blower and 1- Echo trimmer, off Sourcewell Contract #031121-SCG, at a total cost of \$12,491.98.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Pfluke	Voting	Aye	CARRIED

RESOLUTION NO. 32, 2025

On the motion of Commissioner Wilson, seconded by Commissioner Barber, resolved to authorize the purchase of 1- Liberty 14ft. Utility Trailer, from JPR Trailer Sales (lowest quote), at a cost of \$3,806. An additional quote was received from Jim's Trailer World.

Duly put to vote as follows:

Commissioner Pfluke	Voting	Aye	
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Commissioner Wilson	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

RESOLUTION NO. 33, 2025

On the motion of Commissioner Pfluke, seconded by Commissioner Wilson, resolved to authorize "Notice for Bids" to purchase a used 2015 Pierce Pumper.

Duly put to vote as follows:

Commissioner Barber	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Pfluke	Voting	Aye	CARRIED

RESOLUTION NO. 34, 2025

On the motion of Commissioner Martin, seconded by Commissioner Gilchrist, resolved to hire 8 firefighters, based on HR list -2025-1, with a start date of 2/3/2025.

Duly put to vote as follows:

Commissioner Pfluke	Voting	Aye	
Commissioner Wilson	Voting	Aye	
Commissioner Martin	Voting	Aye	
Commissioner Gilchrist	Voting	Aye	
Commissioner Barber	Voting	Aye	CARRIED

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, the meeting adjourned at 7:48 PM.