

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: | Transfer In | From: | Transfer Out |
|-----------|-----------------------|-----------|--------------------|
| Account # | Account Name | Account # | Account Name |
| 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 Giddeon 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 | |
|---------------------|--------|-----|--|

| | | | |
|------------------------|--------|-----|---------|
| 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.