

Pursuant to call, a 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 June 11, 2024 with public remote access.

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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 meeting at 5:33 PM.

Chief Cholach administered the Oath of Office to newly promoted:

Battalion Chief Tom Hayes  
Captain Justin Tam  
Lieutenant Scott Routly

Chairman Martin acknowledged Battalion Chief Mark Woods, congratulating him on his pending retirement and thanked him for his many years of service.

Guest: EFPR Group CPA's- Maura Sprague, Accountant

Maura presented the draft Audited 2023 Financial Statement and Audit Wrap Up Report. Audit testing revealed no instances of non-compliance. The financial statement states an unmodified opinion showing no deficiencies in internal control or material weaknesses.

RESOLUTION NO. 113, 2024

On motion of Commissioner Wilson, seconded by Commissioner Gilchrist, 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 6:00 PM. All voting Aye.  
Returned at 7:09 PM.

RESOLUTION NO. 114, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to promote Captain Charles Dodson to Battalion Chief, with a start date of July 2, 2024.

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. 115, 2024

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to promote Lieutenant Damian Hebert to Captain, with a start date of June 26, 2024.

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. 116, 2024

On motion of Commissioner Wilson, seconded by Commissioner Barber, resolved to promote Firefighter Christopher Trewer to Lieutenant, with a start date of July 1, 2024.

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 117, 2024**

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to approve the 2023 draft Audited Financial Statement, as presented.

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 118, 2024**

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to approve the May 14, 2024 meeting minutes.

Duly put to vote as follows:

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

**RESOLUTION NO. 119, 2024**

On motion of Commissioner Pfluke, seconded by Commissioner Barber, 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)
Kelly	Kyle	FF	Heavy Rescue Conference	Syracuse	9/26-9/27/24	\$ 1,045.00	24	16	9/27/2024	ER
Sauer	Abby	FF	Surface Water	PSTF	6/29-6/30/2024	\$ -	10	16	6/30D	ER
Tam	Justin	Capt	Surface Water	PSTF	6/29-6/30/2024	\$ -	10	16	6/30D	ER
Sackett	Josh	FF	Surface Water	PSTF	6/29-6/30/2024	\$ -	10	16	6/30D	ER
Ely	Brian	FF	Surface Water	PSTF	6/30/2024	\$ -	0	8		ER
Strassner	Todd	Lt	FLSTP	NYC	6/2-6/15/2024	\$ -	96	80	6/3,6/8,6/11,6/16	DR
Wagner	Steve	Lt.	FLSTP	NYC	6/2-6/15/2024	\$ -	72	80	6/5,6/10,6/13	DR
Dodson	Chuck	Capt	Command and Control - Target Hazards	NFA	8/24-8/30/2024	\$ 358.23	0	40		ER
Geger	Ted	Lt	Command and Control - Target Hazards	NFA	9/7-9/13/2024	\$ 358.23	48	40	9/8,9/11	ER
Musuku	Shriya	FF	Surface Water	PSTF	6/29-6/30/2024	\$ -	0	16		ER
Cholach	Mark	Chief	State Chief's Meeting		6/14/2024	\$ 100.00	0	0		

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. 120, 2024**

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the following surplus:  
 Hot water pressure washer, Cold water pressure washer, Old Station 4- Air compressor, Old 640 Steering box  
 Old parts washer

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. 121, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to approve the fund-raising request from Company 2 to hold a craft sale on 9/21/24.

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. 122, 2024

On motion of Commissioner Wilson, seconded by Commissioner Gilchrist, resolved to approve the fund-raising request from Company 2 to hold a craft sale on 10/26/24.

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. 123, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Wilson, resolved to approve the payment of bills by purchase order or by voucher from the general fund - check numbers 38739-38794 and ACH/or Wire in the amount of \$444,892.44, 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. 124, 2024

On motion of Commissioner Wilson, seconded by Commissioner Barber, resolved to accept the resignation of Paul Bousman (Co. 1), effective 6/3/24.

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. 125, 2024

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to accept application for Co #1 volunteer Andrew Herberger, upon successful completion of the 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. 126, 2024

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to accept application for Co #1 volunteer Warren Jones, upon successful completion of the 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. 127, 2024

On motion of Commissioner Wilson, seconded by Commissioner Barber, resolved to accept application for Co #1 volunteer Fernando Lopee Pantoja, upon successful completion of the 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. 128, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to accept application for Co #1 volunteer William Bedugnis, upon successful completion of the 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. 129, 2024

On motion of Commissioner Barber, seconded by Commissioner Gilchrist, resolved to accept application for Co #1 volunteer Lillie Allen, upon successful completion of the 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. 130, 2024

On motion of Commissioner Barber, seconded by Commissioner Wilson, resolved to accept the bid from Just Solution, as lowest bidder) for the replacement of the Station 4 Server at a cost not to exceed \$20,000. Additional quotes received from Dell Servers and HP Enterprise.

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. 131, 2024

**RESOLUTION FOR THE EXPENDITURE OF FUNDS FROM THE CAPITAL RESERVE FUND  
FOR THE PURCHASE OF COMPUTER SERVER**

On a motion of Commissioner Barber, seconded by Commissioner Wilson, the following Resolution was unanimously adopted:

WHEREAS, the Henrietta Fire District, did establish a Capital Reserve Fund for the acquisition of capital improvements and items of equipment pursuant to Section 6-g of the General Municipal Law of the State of New York; and

WHEREAS, this Board hereby finds that the purchase a new computer server is a necessary capital expenditure; and

WHEREAS, the purchase of the foregoing computer server is included in the purposes for which the Capital Reserve Fund was established by the Henrietta Fire District;

NOW, BE IT RESOLVED, THEREFORE AS FOLLOWS:

1. That the Henrietta Fire District Board of Fire Commissioners now appropriates from the Capital Reserve Fund, a sum not to exceed twenty thousand dollars and no/100 (\$20,000.00) for the purchase of said chief vehicle and related equipment.
2. That this Resolution, shall, before becoming effective, be subject to a permissive referendum. That within ten (10) days after its adoption, the District Secretary, and in the same manner as is provided for notice of annual election, shall publish notice of the passage of this Resolution in the official newspaper of the Henrietta Fire District. Such notice shall specify the date of the adoption of the resolution, an abstract of the resolution, and shall specify that the resolution was adopted subject to a permissive referendum.
3. That this Resolution shall not take effect until thirty (30) days after its adoption, or until approved by an affirmative vote of the majority of the duly qualified voting electors of this Fire District if a petition, as prescribed by Section 6-g of the General Municipal Law, is duly filed with the Secretary of this District protesting against such Resolution and requesting a referendum as is prescribed in said section of said law.

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. 132, 2024

On motion of Commissioner Gilchrist, seconded by Commissioner Barber, resolved to authorize Secretary/Treasurer and Clerk to attend the virtual OSC Accounting Principles and Procedures seminar on June 12<sup>th</sup>-14<sup>th</sup>, at a cost of \$85.

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 Wilson, seconded by Commissioner Barber, the meeting adjourned at 7:40 PM.