

Penfield, New York

May 20, 2024

The regular meeting of the Penfield Fire Commission was held at Penfield Fire Station #1, 1838 Penfield Road, Penfield, NY on Monday, May 20, 2024.

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| Present: | Robert G. Barrese | Chairman |
| | Scott R. Fitch | Commissioner |
| | Christopher A. Ebmeyer | Commissioner |
| | Jeffrey A. Ebmeyer | Commissioner |
| Also Present: | Jerry Fromm | Treasurer |
| | Jacqueline Finlayson | Deputy Treasurer |
| | Brian Niggli | Dir. of Purchasing/Dep. Secretary |
| | Steven Morse | Deputy Secretary |
| | Matthew Bottone | Fire Chief |
| | David McDonald | McDonald CPA Firm |
| | Leo Murphy | Secretary |
| Absent: | Christopher P. Collison | Commissioner |

The meeting was called to order by Chairman Barrese at 7:03 pm. A tribute was paid to the flag and a moment of silence held for the recently injured Police Officers in Rochester.

David McDonald was present to submit the Independent Auditors Report for December 2023. The statement of assets and liabilities and the statements of revenues and expenditures were reviewed. The status of the Pension Plan and Service Award Program were also presented. In general, the audit revealed the fire district was in good financial condition and records were in order.

The minutes of the meeting dated 4/15/24 were reviewed. Motion made by Commissioner C. Ebmeyer, seconded by Commissioner Fitch and carried approving the minutes.


The Treasurer's Report dated 4/30/24 was submitted by Treasurer Fromm. The account balances for the General Fund, Capital Reserve and Service Award accounts were presented. Motion made by Commissioner C. Ebmeyer, seconded by Commissioner Fitch and carried accepting the Treasurer's Report.

The invoices from 4/16/24 through 5/20/24 totaling \$94,544.60 were reviewed. In addition, Treasurer Fromm requested permission to pay invoices from PERMA up to \$70,000.00 and VP Supply for (4) receptacles in the amount of \$59.89. Motion made by Commissioner C. Ebmeyer, seconded by Commissioner Fitch and carried approving payment of all invoices and directing the treasurer to pay them in the amount of \$94,654.93.

Treasurer Fromm advised of the CD's which mature on 5/22/24 per the attached document. Permission was requested to roll over the certificates of deposit per the attached document with the interest rate to be determined at time of roll over with a new mature date of 6/20/24. Motion made by Commissioner Fitch, seconded by Commissioner C. Ebmeyer and carried approving.

Treasurer Fromm requested permission to transfer up to \$200,000 from the General Fund Savings to the General Fund Checking Account to pay bills and payroll expenses from 5/21/24 through 6/24/24. Motion made by Commissioner C. Ebmeyer, seconded by Commissioner Fitch and carried approving.

The Chief's Report, copy attached, was submitted by Chief Bottone. The fire alarm breakdown for April was submitted along with upcoming events, drills, and training. Motion made by Commissioner C. Ebmeyer, seconded by Commissioner Fitch and carried accepting the Chief's Report.

Approved @ 6/24/24
Commissioner Mtg. 

Chief's Notes and Requests: No action required.

Commissioner Fitch reported he had attended the Monroe County Fire District Officers Association meeting regarding the fire brigade standards. Advised there were many issues to deal with including record keeping, pre planning, lack of officers training, including the overall burden on training. Advised that some departments can't keep up or deal with issues.

Commissioner C. Ebmeyer updated all regarding the inspection dinner being held on 5/22/24 at Shadow Lake.

Commissioner J. Ebmeyer reported on the status of the fire district insurances with the Wilkins Agency. Motion made by J. Ebmeyer, seconded by Fitch and carried to proceed with the 2-year agreement with PERMA as presented.

Chairman Barrese advised the antique trucks were having their preventive maintenance performed, will be ready for the upcoming parade season.

Chairman Barrese introduced a Resolution to Enter into Amendment to Lease Agreement with American Towers, authorizing Chairman Robert G. Barrese to execute the First Amendment on behalf of the district. Motion made by Commissioner Fitch, seconded by C. Ebmeyer adopting the Resolution, copy of resolution attached.

Chairman Barrese presented the Intermunicipal Agreement between the Brighton Fire District and Penfield Fire District for Vehicle Mechanic Services for approval. Motion made by Commissioner C. Ebmeyer, seconded by Commissioner Fitch and carried approving the Intermunicipal Agreement.

Chairman Barrese provided proposals for a 12" w X 10" h plaque for the new ladder truck. Proposal #1, a vinyl decal replica of a plaque from Ewing Graphics, \$125. Proposal #2, Aluminum plaque from Impact Signs, \$393.00, plus shipping. Proposal #3, Aluminum plaque from Firematic, \$1,425.11, plus shipping. Motion made by Commissioner Fitch, seconded by Commissioner C. Ebmeyer and carried approving purchasing the aluminum plaque from Impact Signs, cost not to exceed \$500.00.

Chairman Barrese advised that Penfield's Town Supervisor, Jeff Leenhouts is scheduled to attend next month's meeting.

Secretary Murphy advised that communication had been received from the Fire Company Secretary to the effect that:

- The Fire Company Constitution & By-Laws were submitted for review and approval of the Fire Commission. Motion was made by C. Ebmeyer, seconded by J. Ebmeyer approving the updated Constitution and By-Laws.
- New member applicant Brandon Holmes, application. Chief Bottone had advised that Brandon Holmes had recently withdrawn his application from the Company.

Motion made by Commissioner Fitch, seconded by Commissioner C. Ebmeyer and carried to close the meeting at 8:07 p.m.

Respectfully submitted,

Leo F. Murphy, Secretary