

Penfield, New York

August 19, 2024

The regular meeting of the Penfield Fire Commission was held at Penfield Fire Station #1, 1838 Penfield Road, Penfield, NY on Monday, August 19, 2024.

Present:	Robert G. Barrese Scott Fitch Jeffrey A. Ebmeyer	Chairman Commissioner Commissioner
Also Present:	Jerry Fromm Jacqueline Finlayson Brian Niggli Steven M. Morse Matthew Bottone	Treasurer Deputy Treasurer Dir. of Purchasing/Dep. Secretary Secretary District Fire Chief
Public Guests:	Jason Schwartz Jeff David	President, Bernard P. Donegan, Inc. First Captain, Penfield Fire Company
Absent:	Christopher A. Ebmeyer Christopher Collison	Commissioner Commissioner

The meeting was called to order by Chairman Barrese at 7:06 pm. A tribute was paid to the flag and a moment of silence held for Secretary Leo Murphy and Larry Howk, past chief of the Brighton Fire Department.

Chairman Barrese recognized First Captain Jeff David of the Penfield Fire Company who joined the meeting. Captain David informed those present that he intended to run for the Second Assistant Chief position of the Penfield Fire Company and wanted to ask if the Commissioners had any concerns with him being approved for this position since he was no longer the Deputy Fire Marshall for the Town of Penfield. The Commissioners voiced no concerns. Captain David then left the meeting.

Jason Schwartz, President of Bernard Donegan, Inc. reviewed the Penfield Fire District 2025 Budget Book with the group. After much discussion, a motion for approval of a tax levy of \$1,982,500 and a budget of \$2,071,500 for calendar 2025 was made by Commissioner Fitch, seconded by Commissioner J. Ebmeyer and carried.

Mr. Schwartz then reviewed the most recent version of the Replacement Plan. After much discussion, a couple of edits will be made to the plan and Mr. Schwartz will provide an updated copy to the District. Mr. Schwartz then left the meeting.

The minutes of the meeting dated 7/15/24 were reviewed.

Motion made by Commissioner J. Ebmeyer, seconded by Commissioner Fitch and carried approving the minutes.

The Treasurer's Report dated 7/31/24 was submitted by Treasurer Fromm. The account balances for the General Fund, Capital Reserve and Service Award accounts were presented. Motion made by Commissioner Fitch, seconded by Commissioner J. Ebmeyer and carried accepting the Treasurer's Report.

The invoices from 7/16/24 through 8/19/24 totaling \$99,354.44 were reviewed. In addition, an invoice for sealcoating the three fire stations for \$13,497.46, which will be paid upon job completion, was introduced by Treasurer Fromm. Motion made by Commissioner Fitch, seconded by Commissioner J. Ebmeyer and carried approving payment of all invoices and directing the treasurer to pay them in the amount of \$112,881.90.

Approved @ 9/16/24
Commission Mtg. RB

Treasurer Fromm presented proposed budget amendments in the amount of \$25,000; increasing total vehicle maintenance by \$25,000 and reducing new equipment/capital by \$5,000 and equipment unassigned by \$20,000. Motion made by Commissioner J. Ebmeyer, seconded by Commissioner Fitch and carried approving the proposed budget amendments.

Treasurer Fromm recommended that the General Fund CD in the amount of \$1,200,000, which will mature on 8/21/24, be rolled over into a new CD which will mature on 9/19/24. Also, Treasurer Fromm recommended that the Capital Reserve CD, which will mature on 8/21/24, in the amount of \$1,706,235.61 plus accrued interest be rolled over into a Capital Reserve CD which will mature on 9/19/24. Motion made by Chairman Barrese, and seconded by Commissioner Fitch and carried approving these recommended transactions.

Treasurer Fromm requested permission to transfer up to \$175,000 from the General Fund Savings to the General Fund Checking Account to pay bills and payroll expenses from 8/20/24 through 9/16/24. Motion made by Commissioner Fitch, seconded by Chairman Barrese and carried approving.

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

Chief's Notes and Requests: No action required.

Commissioner J. Ebmeyer shared information he learned from his attendance at the IAFC Conference and Exposition in Dallas Texas.

Deputy Secretary Morse provided the following updates from the Penfield Fire Company:

- Firefighter John Friberg's resignation was accepted.
- Leave of Absence for firefighter Tyler Gokey from 8/5/24 – 1/1/25 for gainful employment while he attends the career firefighter academy was approved by the Company's Board.

Director of Purchasing and Deputy Secretary Niggli provided various updates on activities that will be occurring in the near term. Deputy Secretary Niggli reviewed quotes for fire prevention hats for students (approximately 1,300 will be required); the least expensive quote being from 4 Imprint with a per hat cost of \$6.15. Motion made by Chairman Barrese, seconded by Commissioner J. Ebmeyer to spend up to \$8,500 for the purchase of the hats.

Chairman Barrese updated the board on the following items:

- With the passing of Secretary Murphy, who expertly served the District in this capacity for 40 years, Chairman Barrese made a motion, seconded by Commissioner Fitch and carried to immediately appoint Deputy Secretary Morse as Secretary of the Fire District, effective immediately and at the same rate of pay as previously paid to Secretary Murphy.
- The search for an apparatus mechanic will be starting again as all four previous candidates were unable to be successfully hired.
- Two quotes have been obtained for apparatus undercoating. Information was shared regarding the two different products; continued evaluation to occur.
- Mechanical issues for one of the Tahoe vehicles.
- Introduced to possibility of adding two truck bays to Station #3, one with a lift, so that apparatus mechanical work may be done in the District.

Motion made by Chairman Barrese, seconded by Commissioner Fitch and carried to honor past Secretary Murphy with a page of these meeting minutes as a memorial for his years of dedicated service to the Penfield Fire District.

This Page is left blank in honor and memory of Leo Murphy, former firefighter and past president of the Penfield Fire Company and dedicated Fire District Secretary from 1984 – 2024.

Motion made by Commissioner Fitch, seconded by Commissioner J. Ebmeyer and carried to close the meeting at 8:32 p.m.

Respectfully submitted,

Steven M. Morse, Secretary