

APPROVED

THE PITTSFORD FIRE DISTRICT August 7, 2025

7:00 PM - Regular Meeting

Present: Commissioners Cline, Khalil, Lusk, Schenkel, Wallace, Whelan, and Willard
Absent: None

Also present: Assistant Chief Payne and Treasurer Clouser,

Commissioner Wallace called the meeting to order at 7:00 PM with the Pledge of Allegiance and a moment of silence for fallen first responders and men and women in the armed forces serving around the world.

Assistant Chief's Report:

- Reported 595 calls year-to-date, a slight increase from 2024. A train struck a car at the Monroe Avenue crossing with no injuries reported. A storm caused wind damage and power losses, resulting in several emergency responses.
- An ambulance will be dispatched to all STRCTA calls
- Recommended approval of new drivers
- Pittsford Rotary donated \$2,100.00 with a request that it be used to purchase new tools.
- Line Officers are working on 2025 budget proposals
- Firefighter Shalvoy has been appointed as a safety officer
- The fire marshal is requiring Pittsford Plaza businesses to install Knox Boxes
- The town will hold a street festival on September 13th
- Recognized Firefighter Goodman for his work in fire prevention education

Commissioner Cline moved, seconded by Commissioner Khalil, the board designated operators of district apparatus as they had met mandated training requirements:

Engine 384: Firefighter Frazier

Squad 386: Firefighters Sirianni and Goodman

The motion carried by an Aye vote of commissioners present.

Administrator's Report

- Furniture donated by Nixon Peabody, LLP has been received. The board requested that they be sent a letter of thanks.
- Firefighters have been sent to Northern Star Medical as a trial for changing providers of district physicals
- Recommended office furniture as surplus equipment
- Repairs of patio work at the carriage house are nearing completion
- A new chief's vehicle is being outfitted prior to going in service

Commissioner Schenkel moved, seconded by Commissioner Whelan, the board declared as surplus fifteen office chairs as they are obsolete or beyond repair and of no further value to the fire district.

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Lusk, the board approved the purchase of two vehicles as budgeted with the goal of them being received, outfitted, and in service by January 1, 2027

The motion carried by an Aye vote of commissioners present.

Commissioner Willard moved, seconded by Commissioner Schenkel, the board declared a 2019 Chevrolet Tahoe as surplus equipment and ordered that a permissive referendum be established and to offer the vehicle for sale to the highest qualified bidder.

The motion carried by an Aye vote of commissioners present.

Approval of Minutes

Following a review, Commissioner Schenkel moved, seconded by Commissioner Khalil, the board approved the minutes of the June 12th and July 10th meetings as submitted.

The motion carried by an Aye vote of commissioners present, with the exception of Commissioner Schenkel who abstained from voting on the June 12th minutes as he was not in attendance. Commissioners Lusk, Wallace and Whelan similarly abstained from voting on the July 10th meeting.

Public Input

-None

Commissioner Cline Report

-Reviewed a water problem that occurred at station 2.

Commissioner Whelan Report

-Inquired as to the status of a recommendation from the line officers relative to a new ladder truck

Commissioner Lusk Report

-Requested a special meeting of the board to review a draft apparatus report.

Commissioner Lusk moved, seconded by Commissioner Khalil, that a special meeting of the board will be held on September 9, 2025 at 5:00 p.m. at station 2, and that the regular meeting of the board be held at station 2 at 7:00 on that date.

The motion carried by an Aye vote of commissioners present

Commissioner Khalil report

-No report

Commissioner Schenkel Report

-No report

Commissioner Willard Report

-The apparatus committee is reviewing options for a replacement of Quint 380 and will meet after September 9th.

Commissioner Wallace Report

- The district is working on several updates, including new kiosks, moving away from Windows 10 on district computers and a telephone system.
- The district is in discussion with the fire department to clarify attendance credits.
- The districts attorney will be consulted to clarify filing dates for district commissioner elections. The deadline for filing to be on the ballot is November 19th, by written notice to the district secretary,

Communications

- The Pittsford Fire Department recommended acceptance of a new member
- A note was received from Historic Pittsford thanking the district, Commissioner Cline, and Firefighter Hyland for hosting an open house of the home at 19 North Main Street.

Commissioner Khalil moved, seconded by Commissioner Schenkel, to approve the membership of Charles Lu, residing at 38 Turning Leaf as a member of the Pittsford Fire Department pending completion of his mandated physical.

The motion carried by an Aye vote of commissioners present

Unfinished Business

- None

New Business

- The Secretary recommended scheduling dates

Commissioner Schenkel moved, seconded by Commissioner Khalil, to schedule upcoming dates:

Public Hearing on 2025 budget: October 21st, at station 1: 7:00 p.m.

Caucus Night: November 13th, at station 1: 7:00 p.m.

District Annual Election: December 9th, at station 1: Between the hours of 5:00 & 9:00 p.m.

The motion carried by an Aye vote of commissioners present

Treasurers Report

- The Treasurer submitted a monthly financial report and a listing of audited invoices for payment
- The consultant submitted a draft of the apparatus report.
- The apparatus consultant reported that an NFPA mandate requires that no fire truck tire be more than seven years old. As a result, the district has replaced fifteen truck tires in the fleet.
- The consultant recommended that all apparatus be weighed. The Sheriff's Office has provided this service.
- A Proposed 2025 budget must be adopted by the board in September.
- Requested a budget transfer

Commissioner Schenkel moved, seconded by Commissioner Cline, to transfer \$13,000.00 from Taxes and Assessments Offset to Legal/Finance/Audit within the 2025 district budget

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Willard, to approve the July, 2025 Treasurer's Report as submitted.

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Khalil, to approve payment of the audited invoices.

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Wallace, to recess to Executive Session to discuss personnel matters

The motion carried by an Aye vote of commissioners present and the meeting recessed at 7:55 p.m.

EXECUTIVE SESSION

Commissioner Schenkel moved, seconded by Commissioner Khalil, to reconvene

The motion carried by an Aye vote of commissioners present and the meeting reconvened at 8:10 p.m.

Commissioner Cline moved, seconded by Commissioner Lusk, to appoint Max Sirianni as a station attendant.

The motion carried by an Aye vote of commissioners present.

Adjournment

Having no further business to discuss, Commissioner Cline moved, seconded by Commissioner Schenkel, to adjourn the meeting.

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:15 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary

THE PITTSFORD FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS

8 MONROE AVENUE
PITTSFORD, NEW YORK 14534

NOTICE OF SPECIAL MEETING AND REGULAR MEETING CHANGE

LEGAL NOTICE

Please take notice that a special meeting of the Pittsford Fire District of the Town of Pittsford, County of Monroe, New York, will be held on the 9th day of September, 2025 at 5:00 o'clock p.m. on that day at Pittsford Fire Station #2, 465 Mendon Road.

The purpose of said meeting will to be to review information relative to future apparatus needs of the Pittsford Fire District

In addition, the regular meeting of the Pittsford Fire District of the Town of Pittsford, County of Monroe, New York, scheduled for the 11th day of September, 2025 will be changed. It will be held on September 9th, 2025 at 7:00 p.m. at Pittsford Fire Station #2, 465 Mendon Road.

Edwin R. Jeffries, Secretary
BOARD OF FIRE COMMISSIONERS
PITTSFORD FIRE DISTRICT

OFFER FOR SALE AND PURCHASE

Notice is hereby given that the Pittsford Fire District, Pittsford, New York, will offer for sale and purchase the District's 2019 Chevrolet Tahoe. The vehicle will be available for inspection upon request at Fire Station # 2, 465 Mendon Road, Pittsford, NY 14534. Appointments can be scheduled by contacting the district office at (585) 248-3473. The Vehicle will be sold in "as is" condition without any implied or expressed warranties subject to permissive referendum and the district reserves the right to accept or reject any and all offers for purchase.

Minimum bid \$20,000.00. All offers must be received in writing, enclosed in a sealed envelope, on behalf of the District by its Secretary, Edwin Jeffries, at 8 Monroe Avenue, Pittsford New York

14534 on or before September 5th at 5:00 p.m. Payment in full in the form of a bank or certified check must be made within seven business days after awarding of the bid.

Dated: August 7th, 2025

By Order of the Board of Fire
Commissioners of the Pittsford Fire District
Edwin Jeffries, Secretary
(585) 248-3473

**PITTSFORD FIRE DISTRICT
RESOLUTION FOR THE DISPOSITION OF
2019 CHEVROLET TAHOE AS SURPLUS PROPERTY**

At a duly called meeting of the Board of Commissioners for the Pittsford Fire District held on August 7, 2025, at the Pittsford Fire Station #1 located at 8 Monroe Avenue, Pittsford, New York 14534, at which time a quorum of the Commissioners was present.

A Resolution was adopted by a vote of Commissioners present:

WHEREAS, Section 176(23) of the New York Town Law permits the District to sell or otherwise dispose of surplus property of the District no longer necessary for any of its purposes; and

WHEREAS, the District has determined that it's 2019 Chevrolet Tahoe, Color: White, VIN# 1GNSKFKC9KR222331 (the "Vehicle") is surplus property; and

WHEREAS, the District determined that the Vehicle has an approximate value of more than twenty thousand dollars (\$20,000.00), but less than one hundred thousand dollars (\$100,000.00), thus subjecting any disposition of the Vehicle to a permissive referendum.

NOW, BE IT RESOLVED, THEREFORE AS FOLLOWS:

1. That the Pittsford Fire District hereby declares that the Vehicle is surplus property of the District no longer necessary for the District's uses or purposes.
2. That the Vehicle has a value of more than twenty thousand dollars (\$20,000.00), but less than one hundred thousand dollars (\$100,000.00).
3. That the Board of Fire Commissioners is hereby authorized to carry out the sale of the Vehicle in "as is" condition, with the actual price of the sale to be determined by the market.
4. 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 Pittsford 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.
5. 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.

I, Edwin R. Jeffries, Secretary of the Board of Fire Commissioners of the Pittsford Fire District, do hereby certify that the foregoing Resolution is a true copy of the Resolution passed by said Commission on said date.

Edwin R. Jeffries, Secretary

Dated: August 7, 2025