

APPROVED

THE PITTSFORD FIRE DISTRICT April 9, 2026

7:00 PM - Regular Meeting

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

Also present: Chief Cline, Administrator Ockenden, 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.

Chiefs' Report

-Reported 253 calls year to date. A barn fire occurred on Knickerbocker Road. Crews managed the fire very efficiently.

-Mendon fire department has asked Pittsford to cover their district during a training exercise on April 13th from 18:45 to 21:30.

Requested permission for a second grader to ride-a-long on a fire truck as winner of a fire prevention essay contest.

-Reported that seven firefighters will attend FDIC (Fire Department Instructors Conference).

-Requested authorization for participation in VCOS training.

-The Sheriff's office has reached out regarding locating a drone at station 1. Chief Cline advised them of a possible conflict due to construction issues.

Commissioner Lusk moved, seconded by Commissioner Cline, the board authorized a ride-along for a student and authorized the chief to approve and facilitate future requests.

The motion carried by an Aye vote of commissioners present.

Commissioner Cline moved, seconded by Commissioner Khalil, the board approved district participation in the upcoming VCOS (Volunteer & Combination Officers Section of the International Association of Fire Chiefs) Symposium to be held November 12-16, 2026 in Clearwater, Florida.

The motion carried by an Aye vote of commissioners present.

Administrator's Report

-Recommended renewal of an EAP contract

-Has filled a request from Brighton Fire District for an insurance certificate

-External key boxes will be mounted at station 1 & 2 to provide key fob access for mutual aid fire companies.

-Addressed a deficiency in exterior lighting at station 2

-Two Chevrolet Tahoes as previously approved will be delivered soon.

-Replacement of HVAC equipment in the station 1 server room must be addressed immediately to prevent overheating damage to sensitive equipment

-Recommended renewal of a hose testing contract. Pricing is in transit but requested approval to facilitate testing as soon as possible.

Commissioner Whelan moved, seconded by Commissioner Khalil, the board approved installation of exterior lighting at station 2 at a cost of \$1,650.00.

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel moved, seconded by Commissioner Cline, the board approved renewal of the Strong Employee Assistance Program contract at a cost of \$2,383.42.

The motion carried by an Aye vote of commissioners present

Commissioner Willard moved, seconded by Commissioner Cline, the board approved a renewal of a contract with First Due Services for hose testing. Due to increased mandates, it is expected that a slight increase in price will be in place from the 2025 contract amount of \$5,689.00.

The motion carried by an Aye vote of commissioners present

Commissioner Lusk moved, seconded by Commissioner Willard, the board awarded a contract with EV Warning Systems to install emergency warning equipment in vehicles for a cost not to exceed \$11,000.00. Replacement or refurbishment of rear storage equipment will be evaluated.

The motion carried by an Aye vote of commissioners present, with the exception of Commissioner Cline, who abstained

Commissioner Schenkel moved, seconded by Commissioner Whelan, the board approved emergency replacement of a Heating/Cooling unit in the station 1 server room at a cost not to exceed \$8,500.00.

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 March 12th regular meeting as submitted.

The motion carried by an Aye vote of commissioners present.

Public Input

-State legislation is being considered that would allow local funding of reimbursement to volunteer firefighters for response to fire calls.

Commissioner Cline Report

-No report

Commissioner Lusk Report

-Parties seeking zoning approval will not be given permission by the fire district to utilize parking spaces on fire district properties to fulfill zoning requirements.

Commissioner Khalil Report

-No report

Commissioner Schenkel Report

-The facilities committee is waiting for recommendations from district consultants before proceeding.

Commissioner Whelan Report

-Briefed the board on details of Cyber Insurance coverage. The district has a policy limit of \$250,000.00 with a \$2,500 deductible.

-Requested approval to attend a fire service equipment show.

Commissioner Whelan moved, seconded by Commissioner Schenkel, the board approved the attendance of Commissioner Whelan at a fire equipment show in Pennsylvania May 14-15, 2026. Transportation will be by district or personal vehicle and will include actual and necessary expenses.

The motion carried by an Aye vote of commissioners present

Commissioner Willard Report

-Reported that Firematic Supply is waiting for final drawings from Pierce Fire Apparatus in relation to a new ladder truck. This should facilitate the awarding of a contract in May.

-Reported that the 2025 LOSAP results had been finalized.

Commissioner Willard moved, seconded by Commissioner Schenkel, the board adopted the Length of Service Award Program final report for 2025.

The motion carried by an Aye vote of commissioners present

Commissioner Wallace Report

-Cellular backup testing of Wi-fi systems at station 1 have been completed. Additional work at station 2 is in process.

-Recent state mandates may require appropriation of a .gov domain for the fire district. However, the agency that creates the domains is currently offline.

-Turnout gear suitable for use by the fire explorer post is being evaluated.

-IAFC (International Association of Fire Chiefs) is offering a kit to assist with recruitment and retention.

Communications

-Notification from the Town of Pittsford regarding the schedule of the upcoming Paddle & Pour festival.

-Notification from Maximus, Inc. of 3750 Monroe Avenue of mass layoffs at their facility.

Unfinished Business

-None

New Business

-None

Treasurers Report

- The Treasurer submitted a monthly financial report and a listing of audited invoices for payment
- This month's invoices include invoices for two new vehicles as previously approved.

Commissioner Schenkel moved, seconded by Commissioner Cline, to approve the March, 2026 Treasurer's Report as submitted.

The motion carried by an Aye vote of commissioners present.

Commissioner Schenkel moved, seconded by Commissioner Lusk, to approve the audited invoices as submitted, with the addition of invoices:

- Hawk Frame and Axle; in an amount not to exceed \$7,500.00 for repair of Quint 381, as they were the lowest responsible bidder. Approval was granted to change to another contractor should a lower bid be received.

The motion carried by an Aye vote of commissioners present. Commissioner Cline abstained from voting on an invoice for towing.

Commissioner Cline 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 7:41 p.m.

Executive Session

Commissioner Khalil moved, seconded by Commissioner Cline, to reconvene the regular meeting.

The motion carried by an Aye vote of commissioners present and the meeting reconvened at 8:42 p.m.

Commissioner Cline moved, seconded by Commissioner Lusk, to approve installation of a new storage unit in a new chief's vehicle.

The motion carried by an Aye vote of commissioners present with the exception of Commissioners Schenkel and Whelan, who voted Nay.

Adjournment

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

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:50 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary