

**ORCHARD PARK BOARD OF FIRE COMMISSIONERS  
MINUTES OF THE JANUARY MEETING**

The regular monthly meeting of the Board of Fire Commissioners of the Orchard Park Fire District was held on January 13, 2026 at 7:00 PM in the meeting room of the District Offices, 4222 S. Taylor Road. The meeting was called to order by Chairman Wierzbowski and began with the pledge to the flag.

**Roll Call:**

Chairman:	Frank Wierzbowski	Dist. Chief:	Jay Knavel
Commissioner:	William Hanrahan	Treasurer:	Nick Enser
Commissioner:	Robert Benning	Attorney:	Michael Chelus
Commissioner:	Edmund Jensen Jr.	Secretary:	Roberta Buczkowski
Commissioner:	Mark Szczepanik	Administrator:	Monica Theilmann

**Fire Company Officers Present:**

Orchard Park Chief: Rob Germano  
Windom Chief: Jacob Leckle  
Hillcrest Assist Chief: Dave Stromecki

**Others Present:**

James Breitwiser, Windom  
David K. Jensen, Hillcrest  
Dennis Bosley, Orchard Park  
Robert Baun, Windom

**Approval of Minutes of the Meeting:**

Motion made by Commissioner Benning, seconded by Commissioner Jensen that the minutes of the December 2025 meeting be approved. All in favor; motion carried.

**Comments from the floor (Public):**

None

**Communications and Action on Same:**

1. Letter from Hillcrest Fire Company re: new member. See new memberships and removals
2. Letter from Michael J. Carey for status change to Duty Shift. See new memberships and removals
3. Letter from Jacob Huff for transfer to the Duty Shift. See new memberships and removals
4. Application, Orchard Park, See new memberships and removals.
5. Letter from Windom Fire Company re: resignation of FF. See new memberships and removals.
6. Letter from Windom Fire Company re: resignation of FF. See new memberships and removals.
7. Letter from Windom Fire Company re: Jr. FF status to active FF. See new memberships and removals.
8. Letter from Windom Fire Company re: use of Windom, weekly groups (Girl Scout Troop 34709 Mondays, Boy Scout Troop 592, Tuesdays and Girl Scout Troop 33589 Wednesdays) Motion made by Commissioner Hanrahan, seconded by Commissioner Jensen regarding same. All in favor; motion carried.
9. Letter from Windom Fire Company re: use of Windom 1-21-2026. Motion made by Commissioner Jensen, seconded by Commissioner Szczepanik regarding same. All in favor; motion carried.
10. Letter from Orchard Park Fire Company re: slate of 2026 Officers. Filed.
11. Letter from Attorney Chelus re: EMS. Filed.

**Treasurer's Report:**

The following transfers are needed: \$100,000.00 from A3410.1-6000 to A3410.2.1401 and \$35,000.00 from A9010.8-9000 to A3410.4-7721

Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to accept the treasurer's report. All in favor; motion carried.

**District Chief Jay Knavel:**

1. Monthly reports read. Attached to file copy.
2. The new format regarding the drills for the year has been sent out to members email as well as it is in RedAlert.
3. Annual demographics has been sent to the state.
4. Physicals start February 1<sup>st</sup> through April 30<sup>th</sup>.
5. There are twenty-seven (27) classes to be taken from February 1<sup>st</sup> through May 31<sup>st</sup>.

**Orchard Park Chief, Rob Germano:**

No report

**Windom Chief, Jacob Leckle :**

No report

**Hillcrest Assist Chief, Dave Stromecki:**

1. Hillcrest has hired Filmore-Davis to rebuild the grove.

**NEW MEMBERSHIPS AND REMOVALS:**

**\*\*\*Orchard Park\*\*\***

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan to accept Vincent Distefano to the District Rolls for Duty Shift. All in favor; motion carried.

**\*\*\*Hillcrest\*\*\***

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan to accept Carl Zivadinov to the District Rolls as Jr. FF. All in favor; motion carried.

**\*\*\*Windom\*\*\***

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan for a change to Duty Shift only for Michael J. Carey. All in favor; motion carried.

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan for a change to Duty Shift only for Jacob Huff. All in favor; motion carried.

Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan to remove Rachel McNamara from the District Rolls. All in favor; motion carried.

Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to remove Kate Carter from the District Rolls. All in favor; motion carried.

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan to remove Timothy Bender from the District Rolls. All in favor; motion carried.

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan to change Zenon Zern-Hehir's status from Jr. FF to active firefighter. All in favor; motion carried.

**COMMISSIONER'S REPORTS**

**Commissioner Hanrahan:**

1. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to retain Wendel Architecture, Engineering, Surveying & Landscaping P.C. to complete the Schematic Design and 3-D Scanning for the remodeling and addition to the Windom Station for an amount not to exceed \$200,000.00. The Fire District just finished the Programming and Concept Design. The Fire District has the option of moving the project along and authorizing he Design Development Phase for an additional \$238,000.00. All in favor; motion carried.
2. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to retain Wendel Architecture, Engineering, Surveying & Landscaping P.C. to complete a Schematic Design and Design Development plans for 4222 South Taylor Road, District HQ and EMS Facility for an amount not to exceed \$150,000.00. The Fire District has the option of moving the project along ad authorizing the Development of Construction Documents along with bidding and preconstruction services for \$175,000.00. All in favor; motion carried.

**Commissioner Benning:**

No report

**Commissioner Jensen:**

No report

**Commissioner Wierzbowski:**

No report

**Commissioner Szczepanik:**

1. The old OP 6 will be up for sale shortly.

**Attorney Chelus:**

1. With regards to EMS, on January 13, 2026 OPFD-EMS is filing a Petition with the NY Attorney General to dissolve OPFD-EMS, pay its liabilities and transfer its net assets and employees to OPFD.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

None

**PRESENTATION OF BILLS AND ACTION ON THE SAME:**

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan that the bills be paid as presented for a total of \$1,292,816.71 All in favor; motion carried.

**Motions Made:**

**Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to retain Wendel Architecture, Engineering, Surveying & Landscaping P.C. to complete the Schematic Design and 3-D Scanning for the remodeling and addition to the Windom Station for an amount not to exceed \$200,000.00. The Fire District just finished the Programming and Concept Design. The Fire District has the option of moving the project along and authorizing he Design Development Phase for an additional \$238,000.00. All in favor; motion carried.**

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**MEETING ADJOURNED:**

There being no further business to come before this Board, motion made by Commissioner Benning seconded by Commissioner Hanrahan that the meeting be adjourned. All in favor; motion carried.

Meeting adjourned 7:16 PM

Respectfully submitted, Roberta Buczkowski, Secretary

APPROVED