

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

The regular monthly meeting of the Board of Fire Commissioners of the Orchard Park Fire District was held on February 11, 2025 at 7:00 PM in the meeting room of the District Offices, 4222 S. Taylor Road. The meeting was called to order by Chairman Szczepanik and began with the pledge to the flag.

Roll Call:

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

Fire Company Officers Present:

Orchard Park Chief: Rob Germano
Windom Chief: Mike Carey
Hillcrest Assist Chief: Dave Stromecki

Others Present:

Monica Theilmann, District Administrator	
Shari Hanrahan, Windom	Dennis Bosley, Orchard Park
Jacob Huff, Windom	David C. Jensen, Orchard Park
David K. Jensen, Orchard Park	Robert Baun, Windom
Jon Gill, Hillcrest	

Approval of Minutes of the Meeting:

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

MEMORIAL RESOLUTION

WHEREAS:

Almighty God In His Infinite Wisdom
Has Removed From Our Midst

DANIEL METZ

A Member Of The Orchard Park Fire
District in Whose Death We Are Bereft
Of A Brother Fireman, And

WHEREAS:

During The Years We Were Privileged To
Know Him, He Was a True And Faithful
Citizen Who By His Constant Devotion
And Assistance To The Best Interests Of
The Volunteer Fire Service, Has Endeard
Himself To His Host Of Friends, And

WHEREAS: We Shall Miss His Companionship, His Wise Council And Worthy Participation In Our Activities, Therefore Be It

RESOLVED: That We Deeply Mourn His Passing And That We Extend To His Family This Expression Of Heartfelt Sympathy, Confident That, Having Reached The End Of His Earthly Journey, He Has Received His Eternal Reward In Heaven, And Be It Further

RESOLVED: That This Resolution Be Spread Upon The Minutes Of This Meeting. And That A Copy Thereof Be Furnished His Family And That This Meeting At The Completion Of The Business To Come Before It, Stand Adjourned In Memory Of
DANIEL METZ

**Swearing in of new Commissioner Frank Wierzbowski
Attorney Chelus administered the oath**

Comments from the floor (Public):

David K. Jensen, Orchard Park, would like the board to make sure that the snow is cleared when there is a function at Central. Per the Board, the Facilities Manager can take care of that if he knows in advance when a function is being held.

Communications and Action on Same:

1. Letter from Windom Fire Company re: use of Windom Hall November 27, 2025. Motion made by Commissioner Benning, seconded by Commissioner Hanrahan regarding same. All in favor; motion carried.
2. Letter from Orchard Park Fire Company re: use of Central April 5, 2025. Motion made by Commissioner Benning, seconded by Commissioner Hanrahan regarding same. All in favor; motion carried.
3. Applications from Orchard Park Fire Company, See new memberships and removals.

Treasurer's Report:

The monthly cash flow report is attached to the file copy.

The Audit has wrapped up and we are in good shape.

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan 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 District Drill will be February 17 at Central. Will be CPR class. Please sign up on the OPEMS site
3. SEMS next Wednesday and Thursday

4. Will be sending seven (7) to GRIT in April

EMS

No report

Training

No report.

Orchard Park Chief, Rob Germano:

1. The new maintenance person is working out very well and would like to extend the cleaning to include the chiefs offices.

Windom Chief, Michael Carey:

No report

Hillcrest Assistant Chief, Dave Stromecki:

No report

NEW MEMBERSHIPS AND REMOVALS:*****Orchard Park*****

Motion made by Commissioner Jensen, seconded by Commissioner Benning to accept Lance Kelly to the District Rolls. All in favor; motion carried.

Motion made by Commissioner Jensen, seconded by Commissioner Benning to accept Brendan Sass to the District Rolls as a Jr. Firefighter. All in favor; motion carried.

Motion made by Commissioner Jensen, seconded by Commissioner Benning to accept Nathan Kelly to the District Rolls as a Jr. Firefighter . All in favor; motion carried.

*****Hillcrest*****

None

*****Windom*****

None

COMMISSIONER'S REPORTS**Commissioner Hanrahan:**

1. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to hire Bison Elevator to repair the elevator at Hillcrest for \$16,562.00. All in favor; motion carried.
2. Motion made by Commissioner Hanrahan, seconded by Commissioner Jensen to hire SMS Services for Occupational and Development Services not to exceed \$5,000.00. All in favor; motion carried.
3. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning, to approve the updated credit card policy. All in favor; motion carried.

Commissioner Wierzbowski:

No report

Commissioner Benning:

1. Motion made by Commissioner Benning, seconded by Commissioner Jensen to put out to bid the snowplowing and lawn maintenance for the district for the year 2025-2026. All in favor; motion carried.
2. Motion made by Commissioner Benning, seconded by Commissioner Jensen to discontinue the Signature policy for vendors. All in favor; motion carried.
3. Would like the Presidents of the companies reach out to our facilities manager when there is a special event at their respective fire houses so that the parking lots etc are free of snow etc.

Commissioner Jensen:

No report

Commissioner Szczepanik:

1. Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan to accept the Resolution regarding Setting the record of activities result for employees of the Fire District for the New York State Retirement System. All in favor; motion carried.
2. Motion made by Commissioner Szczepanik, seconded by Commissioner Jensen to replace H7 for \$574,595. All in favor; Commissioner Benning voted nay. Motion carried.

Attorney Chelus:

1. The agreement with the county for the repeater on the tower at Chestnut Ridge is on the County Lawyers desk for signature. Probably will be signed by next month.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

PRESENTATION OF BILLS AND ACTION ON THE SAME:

Motion made by Commissioner Jensen, seconded by Commissioner Benning that the bills be paid as presented for a total of \$521,514.39. All in favor; motion carried.

Motions Made:

Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to hire Bison Elevator to repair the elevator at Hillcrest for \$16,562.00. All in favor; motion carried.

Motion made by Commissioner Hanrahan, seconded by Commissioner Jensen to hire SMS Services for Occupational and Development Services not to exceed \$5,000.00. All in favor; motion carried.

Motion made by Commissioner Hanrahan, seconded by Commissioner Benning, to approve the updated credit card policy. All in favor; motion carried.

Motion made by Commissioner Benning, seconded by Commissioner Jensen to put out to bid the snowplowing and lawn maintenance for the district for the year 2025-2026. All in favor; motion carried.

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Motion made by Commissioner Szczepanik, seconded by Commissioner Jensen to replace H7 for \$574,595. All in favor; Commissioner Benning voted nay. Motion carried.

MEETING ADJOURNED:

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

Meeting adjourned 7:21PM

Respectfully submitted, Roberta Buczkowski, Secretary