

**ORCHARD PARK BOARD OF FIRE COMMISSIONERS
MINUTES OF THE JANUARY 14, 2025 WORK SESSION**

The work session of the Board of Fire Commissioners of the Orchard Park Fire District was held on January 14, 2025 at 4:30 PM in the board room of the District Offices, 4222 S. Taylor Road.

Those Present:

Commissioner:	Mark Szczepanik	Dist. Chief:	Jay Knavel
Commissioner:	William Hanrahan	Treasurer:	Nick Enser
Commissioner:	Bob Benning	Secretary:	Roberta Buczkowski
Commissioner:	Bill Hanrahan	Insurance:	Dave Stromecki
Commissioner:		Attorney:	Michael Chelus
		Administrator:	Monica Thielemann
		Insurance:	Dave Stromecki
		Fleet Manager:	Justin Johnson
		Maintenance Manager:	Chris Pieri

There was a discussion on the feasibility of Civil Service for paid firefighters and a District Chief without going through Erie County.

Memberships/Personnel

Chris: Introduced the new cleaner for Orchard Park Central, Beth Pastwik.

Jay: New member of Windom, Miranda Kranz.

Equipment

Mark: The plates for ambulance 824 are here.

OP6 pre-construction conference will be held in two (2) weeks.

Will need a motion for lights for the new ATV and trailer at Hillcrest.

Jay: The hose for OP1 will be here early next week.

Fire EMS Incidents

Jay: Will be talking to all chiefs regarding toning out all three (3) companies for NVA's during the day. Will be toning out each company so as to avoid confusion.

Dispatch

Jay: Will be having a dispatch/fire district meeting. There have been a few problems with the new dispatchers.

Facilities

Chris: The quote for repair of the elevator at Hillcrest is \$18,000.00. Will get quotes from a few other companies.

A new pressure washer should be purchased for Hillcrest soon.

Question on the contract with Jensen Lawn Care for snowplowing and mowing etc. Per Commissioner Jensen there is one (1) more year on the contract. Should bid out late summer to get ready for 2026 season.

The camera's for central is on hold to see if the problem resolves itself.

Nick: Have received the 1st invoice from Wendel for the Windom renovation project.

Discussion on the Windom renovation project followed, as well as the snowplowing and lawn maintenance.

IT

Bill: Greg Gill has returned the laptop. There was \$30,000.00 allocated for new computers last year so will get with Greg Bienias and replace the old ones.

Jay: Will need a motion to purchase a kiosk for Taylor Road for the fobs.

Monica: RedAlert has to be repaired this week for the LOSAP with is due by the February meeting.

Policies

Bill: With regard to the Duty Shift policy, some wording issues.
Discussion followed.

Insurance

Dave: A resolution is needed at the regular meeting to approve the updated plan document for Fire Fly.

Treasurer

Nick: The audit has been moved up to next week.

Motion will be needed at the regular meeting to increase the threshold for Fixed Assets from \$2500.00 to \$5000.00

The year is mostly closed out. Will send out the report as soon as 2024 is closed.

Administration

Monica: Need access to the fob system to be able to give fobs etc. to new members. This is fine with the board as there needs to be two (2) people to have this access.

Commissioner Discussions

Bill: Would like to have a discussion regarding apparatus storage at Taylor Road during the renovation of Windom. Would like a pole barn of some type with heating, sewer etc. This building would then be used for training for the district.

Ed: The new cleaner for Central will not be cleaning the day room. This will be done by the firefighters.

Mark: Would like the resumes for Commissioner to be in to the district before the work session so a decision can be made at the February meeting.

There being no further business the Work Session ended at 6:25PM

Respectfully submitted

Roberta Buczkowski, Secretary