

Pursuant to call, a Meeting of the Henrietta Fire District, County of Monroe, State of NY, was duly held at 60 Erie Station Road on November 10, 2020 at 5:30 P.M. with public remote access.

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MEMBERS PRESENT:

Chairman, William Heist  
Commissioner, William R. Gilchrist  
Commissioner, F. Joe Martin  
Commissioner, Terry Ovenshire  
Commissioner, Scott Pfluke  
Sec./Treas., Barbara A. Schaeffer  
Clerk, Samantha Robinson  
Counsel, Louise R. Beale

MEMBERS ABSENT:

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Chairman Heist opened the meeting at 5:32 PM.

Bid Opening for: "Battery Powered Extrication Tools & Air Bags"

One bid was received from Code 4 Fire & Rescue. No exceptions noted, 5% bid bond check was included. Bid package was passed to the Chiefs for review.

RESOLUTION NO. 165, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to approved the minutes for the following meetings: October 13, 2020 Board Meeting, October 20, 2020 Public Hearing and Board Meeting.

Duly put to vote as follows:

Duly put to vote as follows:

Commissioner Pfluke Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Ovenshire Voting Aye CARRIED

RESOLUTION NO. 166, 2020

On motion of Commissioner Ovenshire, seconded by Commissioner Gilchrist, resolved to approve the payment of bills by purchase order or by voucher for the general fund - check numbers 35913-35962 in the amount of \$1,421,935.18, if it should have been certified to be true and correct in a statement by or on behalf of the claimant upon a form approved by the Board of Fire Commissioners

Duly put to vote as follows:

Commissioner Ovenshire Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Heist Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Pfluke Voting Aye CARRIED

RESOLUTION NO. 167, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Martin, resolved to approve the following training requests:

Last	First	Rank	Class	Location	Date	Cost	Other	Coverage Hours Needed	Class Contact Hours
Dodson	Chuck	Lieutenant	Fire Officer 2	Montour Falls	11/29/2020 - 12/4/2020	\$110.16	Travel Costs only	48	64
Wagner	Steve	Firefighter	Fire Officer 2	Montour Falls	11/29/2020 - 12/4/2020	\$271.45		24	64
Dingeldine	David	Firefighter	NYSAFCHOT Training	HFD	11/7/2020	\$325.00	received 10/30/2020	na	8

Duly put to vote as follows:

Commissioner Pfluke	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Ovenshire	Voting Aye	CARRIED

RESOLUTION NO. 168, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Pfluke, resolved to accept the bid from Code 4 Fire & Rescue for the purchase of “Battery Powered Extrication Tools & Air Bags”, as detailed in the specs, no exceptions, for a total cost of \$119,220.

Duly put to vote as follows:

Commissioner Ovenshire	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Pfluke	Voting Aye	CARRIED

RESOLUTION NO. 169, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to approve the 6-month leave of absence extension from Pete Parrino.

Duly put to vote as follows:

Commissioner Ovenshire	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Pfluke	Voting Aye	CARRIED

RESOLUTION NO. 170, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Martin, resolved to accept the resignation of Sam Torres.

Duly put to vote as follows:

Commissioner Pfluke	Voting Nay	
Commissioner Gilchrist	Voting Aye	
Commissioner Heist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Ovenshire	Voting Nay	CARRIED

RESOLUTION NO. 171, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Martin, resolved to accept the 2020-2021 snow plow service contracts as follows:

- Sta 5 – Barker Farms \$90 plow, \$175 plow and salt
- Sta 6 – CJ Lawncare \$135 plow, \$285 plow and salt
- Sta 4 – Barker Farms will provide on call service as needed

Duly put to vote as follows:

Commissioner Ovenshire	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	

Commissioner Gilchrist      Voting Aye  
 Commissioner Pfluke        Voting Aye      CARRIED

RESOLUTION NO. 172, 2020

On motion of Commissioner Martin, seconded by Commissioner Ovenshire, resolved to accept the 2020-2021 Annual Service Awards Contract from Penflex Inc., base fee of \$3,550, to be paid from the Trust Fund.

Duly put to vote as follows:

Commissioner Pfluke        Voting Aye  
 Commissioner Gilchrist    Voting Aye  
 Commissioner Heist        Voting Aye  
 Commissioner Martin       Voting Aye  
 Commissioner Ovenshire    Voting Aye      CARRIED

RESOLUTION NO. 173, 2020

On motion of Commissioner Gilchrist, seconded by Commissioner Martin,

Resolved by the Board of Fire Commissioners of the Henrietta Fire District that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Be it further resolved, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

This resolution supersedes and replaces the authorization to use Records, Retention and Disposition Schedule MU-1 previously adopted.

Duly put to vote as follows:

Commissioner Ovenshire    Voting Aye  
 Commissioner Martin       Voting Aye  
 Commissioner Heist        Voting Aye  
 Commissioner Gilchrist    Voting Aye  
 Commissioner Pfluke       Voting Aye      CARRIED

RESOLUTION NO. 174, 2020

On motion of Commissioner Martin, seconded by Commissioner Pfluke, resolved to approve the following budget transfers:

From:	To:	Amount Transferred
3410442 Misc. Other	3410410 Labor Attorney	\$500
3410442 Misc. Other	3410411 Audit Fee	\$750

Duly put to vote as follows:

Commissioner Pfluke        Voting Aye  
 Commissioner Gilchrist    Voting Aye  
 Commissioner Heist        Voting Aye  
 Commissioner Martin       Voting Aye  
 Commissioner Ovenshire    Voting Aye      CARRIED

Motion to adjourn the meeting at 6:22 PM by Commissioner Gilchrist, seconded by Commissioner Martin.