

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

The regular monthly meeting of the Board of Fire Commissioners of the Orchard Park Fire District was held on December 9, 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		
Commissioner:	Robert Benning	Attorney:	Michael Chelus
Commissioner:	Edmund Jensen Jr.	Secretary:	Roberta Buczkowski
Commissioner:	Frank Wierzbowski	Administrator:	Monica Thielmann

**Fire Company Officers Present:**

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

**Others Present:**

Shari Hanrahan, Windom	Bob Baun, Windom
Larry Brand, Hillcrest	David K. Jensen, Hillcrest
Christine Davenport, Hillcrest	Wilhelm Albriecht, Orchard Park

**Approval of Minutes of the Meeting:**

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

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

None

**Communications and Action on Same:**

1. Letter from Windom Fire Company re: resignation of Firefighter. See new memberships and removals.
2. Letter from Hillcrest re: Slate of officers for 2026. Filed.
3. Letter from Erie County re: SEQR: Notice of Negative Declaration for the new Stadium. Filed.
4. New member for Hillcrest. See new memberships and removals.
5. Letter from Windom Fire Company re: use of Windom 12-13-2025. Motion made by Commissioner Jensen, seconded by Commissioner Benning regarding same. All in favor; motion carried.
6. Letter from Windom Fire Company re: use of Windom 6-28-2026. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning regarding same. All in favor; motion carried.
7. Letter from Hillcrest Fire Company re: use of Hillcrest 12-27-2025. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning regarding same. All in favor; motion carried.

8. Letter from Orchard Park Fire Company re: use of OP Central 3-20 & 21, 2026. Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan regarding same. All in favor; motion carried.
9. Letter from Orchard Park Fire Company re: use of OP Central 1-17-2026. Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan regarding same. All in favor; motion carried.
10. Letter from Orchard Park Fire Company re: use of OP Central 3-27 & 28, 2026. Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan regarding same. All in favor; motion carried

**Treasurer's Report:**

No report

**District Chief Jay Knavel:**

1. The drill schedule for 2026 will be out shortly.
2. All fire extinguishers have been checked.

**Orchard Park Chief, Rob Germano:**

1. The Orchard Park Fire Company Christmas party is tentatively scheduled for December 15, 2025 at 8pm

**Windom Chief, Michael Carey:**

1. The Windom Christmas party will be December 12, 2025 at 8pm.
2. Thanks to the Board for everything.

**Hillcrest Chief, Ron Hendershot:**

1. The Hillcrest Christmas party will be December 19, 2025 at 8pm.

**NEW MEMBERSHIPS AND REMOVALS:**

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

None

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

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan to accept Nicholas Czekanski to the District rolls as a Jr. Firefighter. All in favor; motion carried.

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

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

**COMMISSIONER'S REPORTS**

**Commissioner Hanrahan:**

No report

**Commissioner Benning:**

No report

**Commissioner Jensen:**

1. Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan to increase the EMS contract to \$55,000.00 per quarter. All in favor; motion carried.
2. Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan to purchase a new District Chief vehicle not to exceed \$90,000.00. All in favor; motion carried.

**Commissioner Wierzbowski:**

1. Motion made by Commissioner Wierzbowski, seconded by Commissioner Hanrahan to approve the updated policies and procedures. All in favor; motion carried.
2. Motion made by Commissioner Wierzbowski, seconded by Commissioner Hanrahan to approve the Safety Officers policies and procedures. All in favor; motion carried.
3. Motion made by Commissioner Wierzbowski, seconded by Commissioner Hanrahan to approve the updated Fire Police policies and procedures. All in favor; motion carried.

**Commissioner Szczepanik:**

1. Motion made by Commissioner Szczepanik, seconded by Commissioner Wierzbowski to surplus the old OP6. All in favor; motion carried.

**Attorney Chelus:**

1. Motion made by Commissioner Benning, seconded by Commissioner Wierzbowski to have the Organizational meeting on January 13, 2026 followed by the regular monthly meeting. All in favor; motion carried.
2. Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to advertise for the Organizational meeting. All in favor; motion carried.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

None

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

Motion made by Commissioner Benning, seconded by Commissioner Wierzbowski that the bills be paid as presented for a total of \$149,500.62 All in favor; motion carried.

**Motions Made:**

**Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan to increase the EMS contract to \$55,000.00 per quarter. All in favor; motion carried.**

**Motion made by Commissioner Jensen, seconded by Commissioner Hanrahan to purchase a new District Chief vehicle not to exceed \$90,000.00. All in favor; motion carried.**

**Motion made by Commissioner Wierzbowski, seconded by Commissioner Hanrahan to approve the updated policies and procedures. All in favor; motion carried.**

**Motion made by Commissioner Wierzbowski, seconded by Commissioner Hanrahan to approve the Safety Officers policies and procedures. All in favor; motion carried.**

**Motion made by Commissioner Wierzbowski, seconded by Commissioner Hanrahan to approve the updated Fire Police policies and procedures. All in favor; motion carried**

**Motion made by Commissioner Benning, seconded by Commissioner Wierzbowski to have the Organizational meeting on January 13, 2026 followed by the regular monthly meeting. All in favor; motion carried.**

**Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to advertise for the Organizational meeting. All in favor; 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 PM

Respectfully submitted, Roberta Buczkowski, Secretary

APPROVED