

**ORCHARD PARK BOARD OF FIRE COMMISSIONERS
MINUTES OF THE MAY 27, 2026 WORK SESSION**

The work session of the Board of Fire Commissioners of the Orchard Park Fire District was held on at 6:30 PM in the board room of the District Offices, 4222 S. Taylor Road.

Those Present:

Chairman:	Frank Wierzbowski	Dist. Chief:	Jay Knavel
Commissioner:	William Hanrahan	Treasurer:	Nick Enser
Commissioner:	Robert Benning	Secretary:	Roberta Buczkowski
Commissioner:	Edmund Jensen Jr.	Insurance:	Dave Stromecki
		Administrator:	Monica Thielemann
		EMS:	Eric Knavel
		EMS:	Tom Barisi
		EMS:	Jon Gill
		IT:	Greg Bienias

Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to go to Executive Session. All in favor; motion carried. Executive Session began at 6:30.

Motion made by Commissioner Hanrahan, seconded by Commissioner Benning to end the Executive Session with no action taken by the Board. All in favor; motion carried. Executive Session ended at 7:05.

Motion made by Commissioner Benning, seconded by Commissioner Hanrahan to approve the work session minutes from April 29, 2026. All in favor; motion carried.

Administrative

Monica: List of Firefighters who have not had their physicals yet was handed out to the Board.
List of Firefighters who have not completed the assigned classes was handed out to the Board.
New Firefighters will be given two (2) months to complete the required classes.

Finance

Nick: Travel Policy - commissioners to discuss continuing with current travel policy vs new "per-diem" rate policy. This would be based on IRS Publication 1542 and rates would be set by area. As a reminder, currently policy and GML states no alcohol purchases, no tax reimbursement if in NYS, and itemized receipts are required.
Discussion followed

Per GML 72g, registration fees for training schools or courses is limited to \$50 payable by the District. Any amount over is due from the member. This does not apply to conferences, conventions, or tuition.

30 YR Capital Expenditure schedule is being updated for EMS apparatus and equipment.

Benefits, NYSLRS, Payroll and NYSDCP are aware of the 9/1/2026 EMS Acquisition date.

Facilities

Bob: National Overhead Door will be out for the remotes for the west side doors at Central.
The landscaping at Hillcrest is done.
Contractor will be out to give a quote on the ceiling tiles at Hillcrest.

Fleet

Justin: Will get together with Eric the end of August to turn titles for all EMS apparatus over to the District

Does the Board want to completely repair 885 (cosmetic repairs) or just buff out the scratches as it will be gone in 2-3 years?
Discussion followed.

IT

Greg: The landline phone is up and running at Hillcrest
Phones for Windom have been ordered.

Insurance

Dave: Workers Comp, and Payroll is up considerably. Will keep the Board updated.
Still working on the Umbrella policy but the District may be better off self-insuring.

Operations

Jay: The prom demo will be this Friday (May 29th)
The July 4th fireworks will be at Green Lake.
The ID cards have been ordered.
The Arts Festival is back in the Village as the Buffalo Bills said no. The Festival will be Friday and Saturday, September 11 & 12th and will take place at the RR Depot.
The Town Building Inspectors Office will be downloading information on new builds into RedAlert. The District will have access to their files and vice versa.
The Bills stadium is on target with construction, with some minor details finished by the end of September.

Operations

Eric: Hillcrest is loaning EMS their UTV for the fireworks. Being at Green Lake presents some issues as there is a lot more ground to cover in case of an emergency.
Calls are pretty much in line with last year.

Dispatch

Jay: Dispatch is still having problems with the Saia.

General Commissioner Discussion

- **Ed:** Central will be installing the old ladder truck sign in the meeting room. Will handle all the costs.
- **Bob:** Nothing to report
- **Bill:** Still working with NYS Insurance. Everything has to be sent to Albany first.
The lift in the maintenance bay has been repaired.
There will be new manuals for the new FF
The meeting for the renovations at Windom will be held tomorrow (May 28th)
Will be making a motion at the regular meeting regarding the records retention.

- **Frank:** Nothing to report

Motion made by Commissioner Hanrahan, seconded by Commissioner Jensen to close the work session.
All in favor; motion carried.

There being no further business the Work Session ended at 7:46PM

Respectfully submitted

Roberta Buczkowski, Secretary