



CLARENCE FIRE DISTRICT NO. 1

10355 Main Street, P.O. Box 340, Clarence, NY 14031

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Board of Fire Commissioners

Nathan M. Work, Chairman
Mark Heim, Vice-Chairman
David Burke
Brian Gaske
Chad Hawes

Treasurer
Andrew Hallnan

Secretary
Kristi Mora

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Monday, November 10, 2025** at 1831 hours. Commissioner Heim led the Pledge of Allegiance.

ROLL CALL:

Present: Commissioners Work, Hawes, Heim and Burke, & Treasurer Hallnan.

Absent: Commissioner Gaske & Secretary Mora

Guests: Chief Ruth Rider-Work, Fire Police Captain Al Herrscher Sr., Pat Thompson, David Metzger, & Jennifer Burke.

APPROVAL OF PRIOR MEETING MINUTES:

MOTION by HAWES, second by BURKE, to approve the October 20, 2025 budget hearing and meeting minutes with no corrections. All in favor, motion carried.

BOARD OF DIRECTORS'/PRESIDENT REPORT: No Report

INTERIM SECRETARY'S REPORT:

- 1) In/Out Correspondence was reviewed.
- 2) Annual District Election Reminders
- 3) Up-to-Date Chief's Report (Calls & Drills) Shared with the Board
- 4) Annual Peace Officer Registry deadline is shared
- 5) Creation of a generic Fire District Secretary e-mail address is needed

TREASURER'S REPORT:

Commissioner Heim reviewed the bank statements and found all to be in good order.

Commissioner Work reviewed the Chief's vehicle reports for October and found all to be in order.

- 1.) Pay Bills, check #8300 – #8327 in the amount of \$80,232.36
 - Paid Electronically - \$4,845.05
 - Voided Check – N/A
- 2.) Income for the Month was \$6,609.16
- 3.) Filed the NYS Single Audit Certification for FY 2024. This relates to the receipt and use of Federal Grant Money
- 4.) Filed the 2025 NYS Annual Foreign Fire Insurance Premiums, aka 2% money
- 5.) Commissioner Heim reimbursed the district \$2.32 from taxes paid for district items on the district credit card.

TREASURER'S REPORT (CONT.):

- 6.) Building Bond Interest Payment for \$4,171.75 is due December 1st. Check will be in the mail tomorrow morning.
- 7.) On a recent NAPA house charge, NYS Tax was inadvertently charged and paid, spoke with store, going to give a credit on the account for the amount of NYS tax paid, i.e. \$10.32

CHIEF'S REPORT:

- 1) There were 53 total calls for the month of October as follows: 35 EMS/SERVICE, 1 Good Intent, 4 Service, and 13 False Alarms. Firefighter of the Month for October was Brian Gaske. Chief Rider-Work recognizes the outstanding response from membership on recent calls occurring over the last month. It was a busy month with events as well, i.e. Hollowfest & Open House.
- 2) Updated Training, Drill & Special Events schedule is posted in hallway.
- 3) Christmasville Parade – Lancaster, NY – Saturday, November 29, 2025.
- 4) Purchases Requested– EMS Supplies, Fire Police Vest & Radio Batteries
- 5) Chief recognized Ian Smith for his work submitting the grant with the East Hill Foundation, which the Fire District was awarded to purchase the LUCAS device.
- 6) The issues with Alpine Software seem to be resolved, but need to monitor closely.

COMMISSIONER WORK:

- 1) Remaining OSHA Offerings for 2025 were shared and firefighters who still need this required training in have been notified.
- 2) East Hill Foundation awarded the Fire District with a grant to purchase a Stryker LUCAS 3 Chest-Compression Device – Ian Smith was recognized for all of his hard work in completing and submitting the grant paperwork.
- 3) Attendees for the FDIC International Conference need to be approved tonight, I'm waiting to hear back on a few firefighters if they would like to fill the last remaining pre-paid registration.
- 4) Dates for the upcoming firematic candidate interviews were scheduled with the Board
- 5) Consideration for a *Snow Plowing Policy* for Utility #4
- 6) The registration renewal paperwork for the Ambulance has been mailed to the NYS DMV
- 7) Saia Communications was contacted about the inconsistencies with the CFD Private Channel
- 8) Updated the Board on the meeting with Dave McAlice from Pierce Manufacturing.
- 9) Meeting notes from the recent ECFDOA Meeting was shared with the Board

COMMISSIONER HEIM: No Report

COMMISSIONER GASKE: Absent

COMMISSIONER BURKE:

- 1) Could have pre-construction documents for the dayroom project as early as 11/14/25
- 2) Investigating and quoting air monitoring prices for the upcoming asbestos abatement, estimated between \$400-\$600/day.

COMMISSIONER HAWES:

- 1) The portable radios purchased from Motorola are at Saia Communications getting engraved.
- 2) The radios on Engine 1 and Ladder 6 have been updated and seem to be working well.

PUBLIC COMMENTS: No public comments were heard.

OLD BUSINESS:

MOTION by HEIM, second by WORK, to approve the purchase of a LUCAS 3 v.3.1 Chest Compression System from Stryker, the sole source vendor of said device, in the total amount of \$18,759.73, and to accept the grant award from the East Hill Foundation in the amount of \$18,760.00 to fund this purchase. All in favor, motion carried.

MOTION by WORK, second by BURKE, to review the emergency repairs required on the #9 Chief response vehicle and to resolve the invoice with APEX Automotive Inc. in the sum of \$252.50 for the mechanical work and preventative maintenance completed on October 27, 2025. All in favor, motion carried.

MOTION by HEIM, second by BURKE, to reimburse Commissioner Hawes the sum of \$21.14 for mileage and travel expenses associated with fire district business, i.e. picking up portable radios, at Saia Communications on October 25, 2025. Commissioner Hawes Abstains, all else in favor, motion carried.

MOTION by HEIM, second by HAWES, to reimburse Firefighter Julius Merlino the sum of \$8.26 for mileage and travel expenses associated with his attendance and completion of an 8-Hour OSHA course held October 18, 2025 at the Bowmansville Fire Company. All in favor, motion carried.

MOTION by WORK, second by HEIM, to resolve the invoice with Firematic Supply Company in the sum of \$797.30 for the emergency repair required on the Ambulance, i.e. Auto Eject Charging Port, which was completed on October 27, 2025. All in favor, motion carried.

MOTION by WORK, second by BURKE, to resolve the invoice with Firematic Supply Company in the sum of \$1,660.75 for the emergency repairs required on Ladder 6, i.e. battery replacement, which was completed on October 27, 2025. All in favor, motion carried.

MOTION by WORK, second by HAWES, to resolve the invoice/house charge with Napa in the sum of \$128.30, which includes \$10.32 in New York State tax that was paid, for the purchase of 2 x A/C Recharge Kits for the #7-1 HazMat Response Vehicle. Note - Treasurer Hallnan phoned Napa and obtained a credit on the account in the sum of \$10.32 to be applied toward a future purchase (see below). All in favor, motion carried.

OLD BUSINESS (CONT.):

MOTION by WORK, second by BURKE, to resolve the invoice/house charge with Napa in the sum of \$44.98, less the credit of \$10.32, for a total of \$34.66 for replacement wiper blades for the #9 Chief Response Vehicle. All in favor, motion carried.

MOTION by BURKE, second by HAWES, to resolve the invoice with United Uniform in the sum of \$144.50 for Class B Uniform Shirts for Chief Ruth Rider-Work. All in favor, motion carried.

MOTION by WORK, second by BURKE, to resolve the invoice with Firematic Supply Company in the sum of \$2,530.05 for the annual Preventative Maintenance required on the 2024 Heavy Rescue. All in favor, motion carried.

MOTION by WORK, second by HEIM, to approve the purchase of necessary and required office supplies (copy paper) from Amazon Business in the sum of \$39.48. All in favor, motion carried.

MOTION by BURKE, second by HAWES, to resolve the invoice with Tri-R Mechanical in the sum of \$1,881.50 for the maintenance inspection conducted on the building-wide HVAC system on November 5, 2025. All in favor, motion carried.

MOTION by HAWES, second by BURKE, to review the emergency purchase of a replacement MultiRAE Oxygen Meter from Dival Safety & Supply to and resolve the invoice for said purchase in the sum of \$354.38. All in favor, motion carried.

MOTION by WORK, second by HAWES, to resolve the invoice with Firematic Supply Company in the sum of \$2,024.16 for the emergency repairs required on Engine 1, i.e. generator. All in favor, motion carried.

NEW BUSINESS:

MOTION by HEIM, second by BURKE, to pay all bills, check #8300 - 8327 in the sum of \$80,232.36 as audited, prepared, and presented by Treasurer Hallnan. All in favor, motion carried.

MOTION by HEIM, second by BURKE, to approve the banquet room use request of Firefighter Nathan Work on November 22, 2025 for an Engagement Party, with alcohol to be served and the necessary and required insurance documentation to be provided before the event. Commissioner Work Abstains. All else in favor, motion carried.

NEW BUSINESS (CONT.):

MOTION by WORK, second by HAWES, to authorize the expenditure of \$2,115.44 with Dival Safety and Supply for the purchase of 2 x Supervac Chainsaw Conversion kits and 4 x carbide tipped ventilation chainsaw chains. Note - a competitive quote was reviewed from First Out Equipment (\$2,764.00). All in favor, motion carried.

MOTION by HEIM, second by HAWES, to authorize the attendance, as well as any associated travel reimbursements, for the following active firefighters to attend the 2026 FDIC International Conference, held April 20-25, 2026 in Indianapolis, Indiana: Nolin Jackson, Fire Chief Ruth Rider-Work, Ian Smith, & Commissioner Nathan Work, as well as 1 x additional active firefighter to be named at a later date by Chairman Work. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize the expenditure of \$1,249.25 with Stryker Medical Devices for the purchase of a desktop battery charger and a 12-pack of disposable suction cups for the LUCAS device. All in favor, motion carried.

MOTION by HEIM, second by HAWES, to authorize the expenditure of \$1,672.00 with Saia Communications Inc. for the purchase of 8 x Impres 2900 Portable Radio Batteries for the Fire Police Squad. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize the expenditure of up to \$400.00 with Bound Tree Medical Supply for the purchase of EMS Disposable Supplies, i.e. Nitrile gloves, suction canisters, Ibuprofen). All in favor, motion carried.

MOTION by HEIM, second by HAWES, to authorize the expenditure of \$93.70 for the purchase of a replacement battery-powered Class 2 safety vest for Fire Police Officer Robert Boye #51 from Nite Beam Products LLC. All in favor, motion carried.

GOOD OF THE DISTRICT:

Commissioner Gaske to attend the Board of Directors meeting on November 17, 2025

Petitions for the Commissioner Position Due by 17:00 hours on November 19, 2025

Next Regular District Meeting on December 8, 2025 at 6:30pm.

Annual District Election on December 9, 2025 from 6:00 PM – 9:00 PM

MOTION by WORK, second by BURKE, to adjourn the meeting at 1918 hours in recognition and honor of the courage, sacrifice, and service of our American military veterans, whose dedication protects the freedoms we hold dear and allows us to live in the greatest country in the world. All in favor, motion carried.

All motions were unanimously carried unless otherwise noted.

Attest,

Nathan M. Work
Board Chairman & Interim Secretary

cc:Commissioners, Mail Room, Bulletin Board