

**Clarence Fire District No. 1**  
**Board of Fire Commissioners Monthly Meeting**  
**10355 Main St., Clarence, NY 14031**  
**Monday, December 8, 2025, 6:30 PM**

*Please be advised that this meeting is being both audio and video recorded and by remaining in the room, you are acknowledging and consenting to the recording*

1. **CALL TO ORDER AND PLEDGE TO THE FLAG** – led by \_\_\_\_\_

2. **ROLL CALL**

3. **APPROVAL OF PRIOR MEETING MINUTES**

11/10/25      Regular Board Meeting Minutes  
11/17/25      Work Session Meeting Minutes

4. **BOARD OF DIRECTORS/PRESIDENT REPORT**

5. **INTERIM SECRETARY'S REPORT**

- 5.1 In/ Out Correspondence
- 5.2 District Election Reminder
- 5.3 Annual Peace Officer Data Verification
- 5.4 2026 Cancer Coverage
- 5.5 Workload/Transition Update

6. **TREASURER'S REPORT**

- 6.1 Bank Statements Reports Review (Commissioner Heim)
- 6.2 Chief Vehicle Reports - Review (Commissioner Work)
- 6.3 Credit Card Statement – BOFC Review from 10/20/2025 to 11/19/2025 in the sum of \$2,318.13.
- 6.4 Pay Bills, check #8328 – #8378 in the amount of \$56,140.85
  - Paid Electronically - \$9,196.80
  - Voided Check – N/A
- 6.5 Income for the Month was \$26,262.64
- 6.6 Looking for approval to move the budgeted reserve funds to their respective accounts:
  - Apparatus/Equipment Reserve Acct – \$344,220.59
  - Building Reserve Acct – \$100,000.00

I can set up the transfers to occur at a future date in NYCLASS for example Friday December 26<sup>th</sup>.

- 6.7 Seeking the approval to make the LOSAP payment in the amount of \$185,000.00 to Wilmington Trust.

- 6.8 A Red folder was created for the East Hill Grant and the Lucas Device. It is in the tall cabinet 2<sup>nd</sup> drawer, on the right side. Additional all documents were scanned in, and an electronic file was created on the Treasurer's network file drive.
- 6.9 WEX Account should be accurate now for the correct Chief's to the correct vehicles.
- 6.10 M&T Bank rewards for the district credit card were at 104,404 points. I have redeemed those for a statement credit in the amount of \$1,044.04.
- 6.11 East Hill Grant check for \$18,760.00 was received and deposited via mobile deposit on 11/15 into the M&T Bank General Savings Acct. This was then transferred to NYCLASS Savings acct on December 6, 2025 as the funds for the invoice were paid from the NYCLASS Savings acct as that bill was received prior to the grant funds arriving.
- 6.12 The estimated start up funds as of December 6, 2025 for next year are estimated to be around \$90,000.00 minus any funds to carryover for items ordered but not received in FY2025.

**7. CHIEF'S REPORT**

- 7.1 Monthly Calls & Firefighter of the Month Review
- 7.2 Portable Radios – Engine 2
- 7.3 LUCAS Device In-Service

**8. COMMISSIONER WORK**

- 8.1 Approve FDIC Attendee – FF #76
- 8.2 ECFDOA Installation 3/28/26: Amherst Marriott
- 8.3 Small Trucks Preventative Maintenance & NYSI
- 8.4 Ladder & Ground Ladder Inspection 12/10/25
- 8.5 New/Re-Elected Commissioner Training: 4/11/26 – U-Crest
- 8.6 Update from Conversation with Pierce RE: Heavy Rescue Warranty

**9. COMMISSIONER HEIM**

- 9.1 Banquet Use Requests

**10. COMMISSIONER GASKE****11. COMMISSIONER BURKE****12. COMMISSIONER HAWES**

- 12.1 Portable Radio Update – Engine #2

**13. PUBLIC COMMENTS**

**14. OLD BUSINESS**

- 14.1 APEX Automotive: Emergency Repairs #9-2 Vehicle
- 14.2 Request for Medical Leave for FF #82
- 14.3 Mileage & Travel Reimbursements
- 14.4 2026 FDIC Conference Attendee
- 14.5 Office Supplies

**15. NEW BUSINESS**

- 15.1 2026 AFDSNY Membership Dues
- 15.2 Approve Candidates for Firematic Office

**16. GOOD OF THE DISTRICT**

- 16.1 Annual District Election on 12/9/25 from 6:00 PM – 9:00 PM
- 16.2 2026 District Reorganizational Meeting on 1/5/26 at 6:30 PM
- 16.3 Next Fire District Monthly Meeting 1/12/26 at 6:30 PM

**17. MOTION TO ADJOURN - Maker \_\_\_\_\_, Second \_\_\_\_\_, Time \_\_\_\_\_**

Cc: BOFC, District Bulletin Board, Mailroom, Website