



**MENDON FIRE DISTRICT**  
**Board of Commissioner**  
**District Meeting Minutes (Draft)**  
**February 12<sup>th</sup>, 2026**



**ROLL CALL ( meeting called to order 19:00 hrs. on 02/12/2026 by R. Wilsey )**

PRESENT	NAME	CAPACITY	NOTES
Yes	Arman, Mike	MFD Vice President	
Yes	Baumer, Heidi	Treasurer	
No	Considine, Dan	Commissioner	
Yes	Fletcher, William	General Counsel	
Yes	Friedlander, David	MFD Deputy Chief	
Yes	Joint, Richard	Commissioner	
Yes	Chip Knapp	MFD President	
Yes	Sellman, Tom	Secretary	
Yes	Shipe, John	Commissioner	
Yes	Shuler, Steve	Commissioner	
Yes	Tschiderer, Steve	MFD, Chief	
Yes	Wilsey, Ryan	Commissioner (Chairman)	

**OTHER ATTENDEES NOTED**

NAME	CAPACITY	NOTES
Ruth Buys	New Member Candidate	Introduction to the Board
Samantha Rovik	New RAM Candidate	Introduction to the Board
Brady Wachob	New RAM Candidate	Introduction to the Board
Gabe Wostowicz	New Member Candidate	Introduction to the Board

**PUBLIC COMMENT**

New Member Candidate Introductions

C. Knapp introduced four candidates seeking membership in the Mendon Fire Dept (two RAM level and two full member candidates). Each gave a brief synopsis of their background and at conclusion, were thanked for their interest and welcomed to the organization.

**CALENDAR / MEETING ROOM REQUEST REVIEW**

R. Wilsey motioned to approve the following room request with assurance from Secretary that calendar was open for them. This was seconded by S. Shuler and passed by unanimous consent of those present: 4-0-0.

- 03-03-2026 Rochester Herb Society 11:45am -> 3:00 pm <J. Shipe sponsor>
- 03-[20-22]-2026 Troop 105 Annual Pancake Breakfast (6-8pm, 2x 7am-2pm)



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## SECRETARY ITEMS

### Past Meeting Minutes

Sellman noted that both December meetings had not gotten a formal vote of approval for the minutes and asked for same. J. Shipe motioned that the minutes for the December 9<sup>th</sup> District, the December 20<sup>th</sup> special meetings and the January 9<sup>th</sup> 2026 District meeting be approved. This was seconded by S. Shuler and passed by unanimous consent of those present: 4-0-0.

### Current State 2025 District Incentive Program

Secretary Sellman reviewed an executive summary (**See Appendix A**) of the current financial obligation as it stands for the 2025 District incentive program, reflecting changes from the Jan 28<sup>th</sup> District workshop that has resulted in a lower balance due. A brief discussion was had about some other impending changes ascertained at the workshop that still have to be applied before final assessment.

### District Correspondence

- A. Letter received from Commissioner Considine notifying of his resignation from the Department.
- B. Chief Tschiderer notified the Board members (though an email) of two separate issues:
  - Minor damage of vehicle 3C-16
  - Driving incident and resulting change to driving privileges for S. Shuler
- C. Receipt of FOIL request from William Mattar Law Offices seeking information regarding EMS call by the Department on August 25<sup>th</sup>, 2025. Sellman to respond by 1<sup>st</sup> of the following week with an acknowledgement of receipt and our intent to supply information after attorney review by District Counsel.
- D. Notice of past-due payment from IAFC for membership fees. (in current vouchers).
- E. Sellman reviewed that the 30-day review window for LOSAP membership has completed and there are no changes from that which was out for review by the membership. He then noted the District needs to formally accept the report for submission back to Penflex. R. Wilsey motioned that the report as presented and executed be accepted by the District with continuing submission to Penflex. The motion was seconded by S. Shuler and passed by unanimous consent of those present: 4-0-0

### MENDON FIRE DEPT BOARD OF DIRECTORS REPORT ( by President Knapp )

- Department looking to host another community CPR training event (like last year – cost \$1300). District consensus was it would financially support another training event. Current pricing for Red Cross is \$2200, but C. Knapp looking for better pricing. R. Wilsey suggested checking with Victor-Farmington Ambulance. Class size discussed was same as last year – 18 slots.
- Chip indicated he's received a couple of requests for possible backup position of District Admin and will pass it on.
- A reminder was presented on the recruiting event to be held at the Cottage Hotel.



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**MENDON FIRE DEPT BOARD OF DIRECTORS REPORT ( cont. )**

- C. Knapp gave an update on the new member's building project, noting the work areas the Department members will be doing themselves: finishing walls in antique truck-bay area, epoxying the floors, gutters, downspouts, and landscaping. Red doors for antique truck bays ordered.
- Valentine's day breakfast on Saturday Feb 14<sup>th</sup>, 8-11 AM.
- C. Knapp started a discussion regarding the District incentive program as it related to the inability to support the percentage call response category. There were several alternative approaches that were discussed that required more information. The consensus was to table any decision until next month's meeting while the additional info and more concrete financial impact is ascertained.

**CHIEF'S REPORT**

See **Appendix B** for content presented in Chief Tschiderer's report.

**Purchase Orders**

- 26-03 : PPE: Fire Gloves & Boots and Bariatric Mover (TheFireStore & Boundtree Medical) total pricing - \$ 3018.08
- 26-04 : Soundoff Lighting/siren package for new 367 truck : \$ 5028.00
- 26-05 : Installation (Paul Schad) of Lighting/siren package for new 367 truck: \$3995.00

J. Shipe motioned to accept the purchase orders – seconded by S. Shuler and passed by unanimous consent of those present: 4-0-0.

**TREASURER'S REPORT**

Voucher & Reconciliation Review

Treasurer Baumer reviewed the voucher and reconciliation statements. See **Appendix C** for submitted content. She also gave a status update on the current audit: (a) basically done and ready for filing (b) auditor will be providing report & letter soon, (c) documentation and submission to Mendon Town pending/in progress, (d) should have process complete by March District meeting.

Treasurer outlined her plan for CD renewal as the capital fund CD will expire on the day after this meeting. After discussion with respect to: (a) the various large projects ongoing (solar/roof/bunk-rooms & grant), (b) expected cash flow needs, and (c) timing of the Districts receipt of tax proceeds, the consensus was to put a portion \$250K in short term CD and the balance in a longer term CD.

R. Wilsey motioned to pay the bills and approve the Treasurer's report – this was seconded by S. Shuler and passed by unanimous consent of those present: 4-0-0



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**OPERATIONAL COMMITTEE REPORTS**

**Apparatus**

Vehicle/Equip	Issues/Problems/Plans
364	No issue
365	No issue
367	No issue
3617	No issue
3618	No issue
Haul Trailer	No issue
3c16	R. Joint felt the mirror assembly issue can be fixed with some duct tape.
3c26	No issue

**Capital Projects / Special Projects ( S. Shuler )**

**NYS VFIRE Grant Project**

Nichols Construction (per their email) looking to start in March. Currently waiting on some permits and result from standard asbestos testing.

**Roof Replacement and Solar System Installation**

Per S. Shuler, the permitting is good and Energyware just waiting for an eight-day window of sufficiently good weather to start the steel roofing portion of the project. Once existing roof removed, new roofing will be getting ice & water shielding (which the old roof does not have).

Status/management meetings are conducted every two weeks with Energyware, who has indicated they've had good progress working with RG&E on permitting. Estimate on the solar portion of the project is four to five days – which will start once the roof portion is complete and inspected.



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**OPERATIONAL COMMITTEE REPORTS (cont.)**

**Personnel & Leadership** ( D. Considine absent )

**District Administrator's Report**

R. Wilsey motioned that the District Administrator's report (see **Appendix D**) be approved. This was seconded by S. Shuler and passed by unanimous consent of those present: 4-0-0

Ryan started a brief discussion with respect to the fire alarm inspection contract proposed by Johnson Controls that would result in a price increase of \$ 800+. At issue is there are local vendors that could inspect at a lower cost, but due to proprietary nature of the system – a non-Simplex vendor would preclude any repair/maintenance capability going forward. The consensus was to table this as more research for solutions is required.

**District Administrator compensation**

By previous notice Commissioner Considine noted that salary designated for the District Administrator was the same as the prior year. The intent at budget time was to have raised the compensation by 3 percent. After brief discussion, R. Wilsey motioned the a 3% increase. S. Shuler seconded the motion which passed by unanimous consent of those present: 4-0-0.

**Information/Technology** (R. Wilsey)

Ryan reported that Dell has been given service tags for exiting systems. They are working through pricing from NYS and Federal contract perspectives and we await a response. The current needs are monitor replacements plus a couple of laptops.

Ryan noted that projector system for the public community room is on hold until the Nichols bunk-room project is complete and we have a better idea of correct requirements based on room configuration changes. It is also a possibility that Nichols would be able to do prep work (positioning wires, etc.) if setting up similar equipment in areas undergoing their modifications.

It was noted that there's a need to also consider iPad replacements for trucks, but search for competent AT&T representative to work with. There used to be some beneficial government pricing, but in recent months that seems to have gone away.

C. Knapp made a request to get together with Commissioner Wilsey and take a look at the couple PC systems that are in the upstairs (the old BOD conference room – now shared office space for members).

**OLD BUSINESS**

None brought forward.



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**NEW BUSINESS**

Chief Vehicle Idling Times

Commissioner Joint noted he's observed the various Chief vehicles idling post-call for extended time-frames and wondered what the reason was. Chief explained that timeframe and idling was necessary for charging the iPad systems in the vehicle.

**PUBLIC COMMENT**

None.

At 19:40, R. Wilsey made a motion for the Board to go into Executive Session for the purpose of discussing employment and personnel discipline issues. This was seconded by S. Shuler and passed with unanimous consent by those present: 4-0-0.

At 20:10, the Board exited Executive Session and the regular meeting resumed.

**MEETING ADJOURNMENT**

At 20:10 R. Wilsey motioned to adjourn the meeting. This was seconded by J. Shipe and passed by unanimous consent of those present: 4-0-0.

**Minutes Respectfully Submitted by**

Tom Sellman,  
District Secretary,  
Mendon Fire District



# MENDON FIRE DISTRICT

## Board of Commissioner

### District Meeting Minutes (Draft)

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#### APPENDIX A: 2025 District Incentive Program Executive Summary

##### Mendon Fire Dept Incentive Pay Report Executive Summary

DATE: 1/31/2026  
Version: 1.09

TRAINING	Firefighting			EMT		Fire Officer			Instructor Level			Misc				
	\$750	\$1,250	\$750	\$1,500	\$750	\$1,000	\$1,250	\$1,000	\$1,250	\$1,500	\$500	\$500	\$100	\$750	\$750	
	BEFO	SCBA-IFO	FF 2	Basic	Recert	1	2	3	F&E 1	F&E 2	1403 Live Fire	EVOC	Pump-Ops	Aware Level	Rescue Tech-B	Auto Extricate
Category Instances	4	3	3	2	2	1	3	0	0	0	0	4	2	0	0	0
Category \$ Totals	\$3,000	\$3,750	\$2,250	\$3,000	\$1,500	\$1,000	\$3,000	\$0	\$0	\$0	\$0	\$2,000	\$1,000	\$0	\$0	\$0

EFFORT	Driver Clearance				% Call Response				% Drill Attendance			Recruiting			
	\$150	\$200	\$250	\$300	\$750	\$1,500	\$3,000	\$6,000	\$750	\$1,500	\$2,500	\$500	\$1,000	\$1,000	\$100
	Squad	Squad+Trailer+ATV	Tender	Engine	30	40	50	60	75	80	90	New, Phys+BG	Off Prob	2yr+30 %	RAM convert
Category Instances	3	1	0	3	0	0	0	0	7	4	0	1	0	0	0
Category \$ Totals	\$450	\$200	\$0	\$900	\$0	\$0	\$0	\$0	\$5,250	\$6,000	\$0	\$500	\$0	\$0	\$0

**SPEND**

  - no longer supported

Training	\$20,500
Effort	\$13,300
<b>TOTAL</b>	<b>\$33,800</b>
<b>PAYOUT</b>	<b>\$33,800</b>
<b>OFFPC/NYS FUNDED</b>	<b>(\$7,750)</b>
<b>MFD FUNDED</b>	<b>\$26,050</b>



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**APPENDIX B: Chief's Report**



**MENDON FIRE DISTRICT**  
 101 MENDON-IONIA RD  
 MENDON, NY 14506  
 www.mendonfd.org



February 2026 report:  
 27- Calls YTD

Calls of significance since the last meeting: Mutual Aid to HFFD (ATV @ Mendon Ponds)

The lack of qualified responders is a significant FF safety issue, as we need a team to respond effectively and efficiently.

2026	AVG YTD Enroute	AVG YTD On scene
354		
365		
367		
367		

Avg: 11

Average travel: 2.70 miles @ avg of 45 MPH - 3.36 Minutes of travel  
 NFPA station turn-out time is 90 seconds for a Fire call  
 In-house response time would be an average of 3.36+1:30= **5:06 or \_\_ faster**

YTD avg attendance (on fire apparatus):

NFPA 1720: VOLUNTEER response standard: 6 qualified (**Interior**) arrive within 14 minutes, 80% of the time.

"Damage"- 3C-16 sideview mirror

FFs on medical leave (NONLOSAP)-  
 • K Junge, A Morrell

New business:

- PO's – PPE, 367 lights, and install
- Safety issue regarding driving and door alarms
- FOIL reponse – EMS call

Old business:

- NERIS transition – Red Alert
- Fleet plan
  - Current 367 to 3C-16
    - Request approval for \$500 or less in materials
  - Current 3C-16 to 3C-26
  - Current 3C-26 to 3C-36
- Request approval for the District to do a NYS bid for a 12-person Van
  - Fire Police
  - Training
  - Parades/General errands
- Grants
  - DEC- Dryer
  - AFG- Portable Radio upgrade
  - SAFER- Training Officer
- DECON Seats - (Reurb, fund)- ordered
- Hose replacement- waiting for delivery
- Bunk room- survey results (21 valid responses)
  - #1 Shared workspace/office area (AVG rank: 3.48)
  - #2 A full bathroom located near (same floor) as the bunkrooms (AVG rank: 3.52)
  - #3 Individual bunk room (nonshared space w/ lockable door) (AVG rank: 3.67)
  - #4 Additional storage spaces/locations (AVG rank: 4.00)
  - #5 Individual bunk room with workspace/office (AVG rank: 4.14)
  - #6 Shared (open bay style) bunk room (AVG rank: 4.52)
  - #7 Individual workspace/office (AVG rank: 4.67)
- EV items: Blanket (needs repair)
- Staffing- In-house duty shifts, per diem, career, consolidation; we need to address this growing safety concern
- Training Officer- status



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**APPENDIX C: Treasurer's Voucher List**

**February 2026 Meeting**

Payee	Amount
All Seasons Window Cleaning	\$135.00
Autoworks of Mendon	\$83.95
Capital One Trade Credit (Weiders)	\$179.79
Energyware, LLC	\$135,084.22
Everon FKA ADT Commercial	\$358.67
Golfire, Inc	\$490.49
Har Rob Fire Apparatus	\$11,079.25
Healthworks	\$1,132.50
IAFC Group Membership	\$1,715.00
KMS Medical Products LLC	\$1,400.50
McNeil & Company	\$1,774.00
Mike Moreland's Lawn & Landscape	\$2,747.00
Monica Javidnia	\$31.00
Monroe County Fire District officers Assoc	\$100.00
Morgan Rubbish Removal	\$121.26
Noticestry LLC	\$556.64
Sentinel Publications	\$134.25
Town of Mendon	\$150.56
Bank Balances as of 2/9/2026	Balance
CNB #5415 (checking)	\$22,480.77
CNB #5417 (savings)	\$301.82
CNB #4317 (Building Repair - Closed)	\$0.00
CNB #0817 (Capital)	\$29,637.70
Municipal CD (Checking)	\$0.00
Municipal CD (Capital)	\$663,069.20

Credit Card	Amount
First Bank Card - Dan Considine	\$0.00
First Bankcard- John Shipe	\$18.94
First Bankcard- Ryan Wilsey	\$313.60
First Bankcard - Dale Sweet	\$269.95
First Bankcard - Steve Shuler	\$141.95
AUTOPAY BILLS	
ATT Mobility	\$271.11
ATT Mobility	\$148.67
Spectrum	\$149.99
Toshiba Financial Services	\$248.27
Benecare	\$4,051.16
Monroe County Water Authority	\$0.00

**TOTAL BILLS**  
**162,887.72**

Matures 2/13

\_\_\_\_\_  
Steve Shuler

\_\_\_\_\_  
Dan Considine

\_\_\_\_\_  
John Shipe

\_\_\_\_\_  
Ryan Wilsey

\_\_\_\_\_  
Richard Joint

Noticestry \$556.43  
 Nancy Rovik 265.35  
 Healthworks \$1714.75  
 Stokes \$10,200 -



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**APPENDIX D: District Administrator Report (part 1 of 3)**

To: Dan Considine  
From: Dale E. Sweet

February 12<sup>th</sup>, 2026

**Physicals:** Some more firefighters have gotten their physicals completed since your last meeting. Letters should go out for those who need physicals soon.

**Personnel:** Thanks for the recent support that the district and department gave to me and my family after the recent passing of my father. It is appreciated!

**Apparatus:**

- **E-364** is running ok. A new gauge for the deck gun is on order and Har-Rob confirmed it with me recently. Dale found the door switch that was not working properly on the truck causing the red light and alarm to go off in the cab. It was the ladder compartment door, and it was not closing properly because of the ladder belt bag. Dale adjusted the door latch, and all is good.
- **E-365** is running ok.
- **TA-3617** is running ok.
- **367** is running o.k.
- Generator #4 is at Saxby's for maintenance.
- One SCBA cylinder was sent to DiVal Safety for a valve problem (11/21). DiVal is checking into returning it.
- EMS supplies (defib pads and batteries) were ordered On 1/15 and received on 1/26.
- We are still trying to find someone to repair the damaged car fire blanket. The local turnout gear vendor said that their machines will not handle it.
- Dale took 14 SCBA cylinders to Honeoye Falls Fire Department to be filled on 1/28.
- Waiting on a "lid" part for one of the defib units. Stryker is covering it under warranty, and we received a replacement battery under warranty.
- Dale sat down with Greg Francesco yesterday to help with inventory questions and what we can do to help make it easier.
- Turtle tile flooring was purchased and installed in the cabinets of the new 367 by Dale this week.



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**APPENDIX D: District Administrator Report (part 2 of 3)**

**Purchase Requests:**

- 25-17: Viking Gear for FF Oppelt = needs to be measured.
- 25-19: Bosch Sawzall blades = \$19.99 **Received**
- 25-22: 1.5" Smoothbore TFT Nozzles (3), 1.5" Mid Force low pressure TFT Nozzle (1) = **Received**
- 25-25: Seat covers for decontamination/cancer prevention = \$15,286.19 – working on ordering.
- 25-26: Radio Strap Kits (5) = \$750.00 - ordered
- 25-27: ICS Passport Helmet Shields = \$470.60 – **Received**
- 23-28: Fire Hose; twenty-six (26) lengths of 3" hose and four (4) 50' lengths of 5" hose, and two (2) 25' lengths of hose = \$16,711.98 – ordered, should be in next week.
- 26-01: AED pads and batteries – **Received**
- 26-02: Turtle Tile flooring (367) – **Received**

**New Purchase orders received:**

- 26-03: Boots, Gloves, Mega Movers = \$3018.08
- 26-04: SoundOff Signal Emergency light/siren items (367) = \$5028.00
- 26-05: Install of Emergency light/siren items (367) = \$3995.00

**New 367:**

- SoundOff Signal lighting and siren and installation prices are on the table for consideration tonight.
- Some extinguisher brackets are on order.
- Dale has laid out the equipment, fitted some of it with straps and installed them.
- Turtle tile flooring has been installed in the compartments.
- Commissioner Wilsey is looking into undercoating the truck.
- Dale purchased a back-up alarm, and it was installed.
- The back-up camera is also being investigated.

**Building & Grounds:**

- More sidewalk salt was purchased on 1/18.
- Snow plowing, salting, and sidewalk cleaning are ongoing.
- Met with the roofing rep on 1/22.
- Met with the rep that was doing the environmental survey for the bunkroom project on 1/30.
- The Dept. of Labor inspected the public meeting room on 1/13.
- **Simplex Contract update:** The alarm panel is proprietary to Simplex/Johnson Controls, and they are the only company that can work on the panel. Commissioner Wilsey is aware and the contract for fire alarm maintenance is on the table for consideration. Chip Knapp also checked into this for us, Thank you!



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**APPENDIX D: District Administrator Report (part 3 of 3)**

**Grant (V-Grant):** Dale took care of the status report that was due for the grant. The Nichols Team is looking to start demo work on 3/2.

**Audit:** Dale and Heidi were here for the annual audit on 1/22.

**Insurance:** Dale filled out all the paperwork and surveys for the annual insurance renewals. Dale met with Tony Blackwell on 1/22 to go over some questions and drop the insurance on the building that was torn down. We will need to add the new building to the policy as soon as the contractor is done. The Fire Department will have to give us a solid dollar amount so we can add it to the insurance policy.

**2025 Volunteer Fire Capacity Grant Award (DEC):** We were notified this week that we were approved for this grant of \$3500.00 towards a turnout gear dryer.

**Dry Hydrant Testing:**

The dry hydrant on West Bloomfield Road will need to be retested in the future, still waiting for a date.

I hope I did not miss anything it has been busy!

Thank you,

Dale