



**MENDON FIRE DISTRICT**  
**Board of Commissioner**  
**District Meeting Minutes (Draft)**  
**April 9<sup>th</sup>, 2026**



**ROLL CALL ( meeting called to order 19:00 hrs. on 04/09/2026 by R. Wilsey )**

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

**OTHER ATTENDEES NOTED**

NAME	CAPACITY	NOTES
David Cook	Attorney	Possible candidate for District Counsel
Greg Francesco	MFD Member	Candidate for Training Officer

**PUBLIC COMMENT**

District Counsel Candidate

S. Shuler introduced Mr. David Cook to the current District Board. Mr. Cook is a local attorney who expressed interest in possibly replacing current District Counsel Fletcher (who’s retiring). Mr. Cook reviewed his background, practice areas, local connections to Mendon, and availability context. Current Counsel Fletcher was able to review his roles and responsibilities for the benefit of Mr. Cook. After a brief Q & A session and a review of expectations by the Board, R. Wilsey and S. Shuler thanked Mr. Cook for coming in, expressed that the search process is not anticipated to be too lengthy and that they would be keeping in touch.

**CALENDAR / MEETING ROOM REQUEST REVIEW**

None.



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**SECRETARY ITEMS**

**Past Meeting Minutes**

S. Shuler motioned that the minutes for the March 12<sup>th</sup> 2026 District meeting be approved. This was seconded by R. Wilsey and passed by unanimous consent: 5-0-0.

**District Correspondence**

- A. Sellman reviewed that the FOIL request by S. Goodman from the last meeting was completed, sent and presumed sufficient – no further requests received.
- B. Sellman noted that LOSAP 2025 annual report from Penflex was received with the cover letter (including invoice amount due of \$ 38,116.21 ) distributed via email to the commissioners and Treasurer Baumer. Additionally, Sellman distributed the account balance summaries (included in the report) to all members (via email or USPS).
- C. D. Considine generated the 2025 Payroll Summary Report and distributed it via email. Treasurer Baumer requested that all commissioners should review and be prepared to accept/reject at the May District meeting.
- D. Service contract received from GGFITNESS for the fitness center maintenance agreement. D. Considine indicated that he has coordinated its acceptance and briefed the Board on anticipated service dates.

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

- C. Knapp and Secretary Sellman gave a final update summary on the 2025 District Incentive Program. Total due (over the course of the next year) came in at \$21,300 (after taking into account those that elected not to take their payment). In an answer to J. Shipe's question regarding methodology for voucher creation, Treasurer Baumer reviewed the plan as approved by the District Auditor. In keeping with the previous District approval by vote on 01/09/2025, a voucher for the first quarter payment of \$ 13,000 was created.
- C. Knapp and M. Arman reviewed the current status of recruiting and retention. He noted two new candidates that were introduced at the April 6<sup>th</sup> Department meeting ( Alan Ng, Kaitlyn Sennett ). They also noted some recent recruiting events ( Cottage Hotel - March 20<sup>th</sup>, Recruit NY – April 18<sup>th</sup>). Other notable points made: 10 new firefighters in 2025, 2 new in 2026 with 2 in the pipeline. D. Joint expressed a concern regarding the appearance of 367 in front of the Cottage during the event and what people might think. After discussion, there was a consensus that taking a larger engine might be good.
- Chip gave a brief update on progress of the Department's new-member building.
- Chip thanked the Board for the funding and support, reminding them of the planned community CPR class offering.



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

- M. Arman gave a brief update on upcoming carnival. This involved a discussion with Deputy Chief Friedlander with regards to possible repeat of the same security resources being available.
- C. Knapp inquired if he could get the rough estimates that had been done in the fall (during the bunk-room project investigation/assessments) for updating the work/study area in the 2<sup>nd</sup> floor (that use to be the training office).
- M. Arman reviewed the status/progress with respect to the recently updated baseball/softball field. He noted Mendon Baseball (in coordination with Rob Meehan, President of the Little League) is anxious to utilize it ASAP. They will take care of all the scheduling and the Honeoye Falls-Mendon Youth Baseball organization has already supplied two certificates of insurance [covering the District and the Department] (one expires 04/17/2026, the other covers 04/17/2026 - 04/17/2027). There was discussion regarding parking – M. Arman to let them know to stick to the field and that the station lot is not to be used.

**CHIEF'S REPORT**

See **Appendix A** for content of Chief Tschiderer's report as presented by Deputy Chief Friedlander report.

**Purchase Orders**

- 26-09 : FCL X FD Foam Suppression agent: Qty. 4, @ two 2.5 gal / box as replacement solution to EV vehicle fire blanket - Total cost: \$ 1879.96

R. Wilsey motioned to accept the purchase order – seconded by S. Shuler and passing by unanimous consent: 5-0-0.

Deputy Chief presented a mini-bid request result for the desired 12-person mini-van. When reviewing the presented vehicle fleet plan, the Board consensus was that the current 3C-26 would not be transitioning to 3C-36. A request for \$500 to outfit/update the current 367 truck when it transitions to the 3C-16 vehicle was presented. R. Wilsey motioned that the District provide a not to exceed \$ 1000 approval for the Chief to spend for the outfitting. This was seconded by S. Shuler and passed unanimously: 5-0-0.

**TREASURER'S REPORT**

**Voucher & Reconciliation Review**

Treasurer Baumer reviewed the voucher and reconciliation statements. See **Appendix B** for submitted content. Status update included commentary that a significant amount of funds are due to the Nichols team and the District needs to start submitting for reimbursement against the grant money.



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**TREASURER’S REPORT (cont.)**

Treasurer Baumer also noted that with the late receipt of tax monies, combined with significant expenses arriving (prior to various rebate/grant refunding), no funds are going into CD assets for a bit. Therefore our interest income for the year shall be reduced.

R. Wilsey motioned to pay the bills and approve the Treasurer’s report – this was seconded by S. Shuler and passed by unanimous consent: 5-0-0

**OPERATIONAL COMMITTEE REPORTS**

**Apparatus (R. Joint)**

Vehicle/Equip	Issues/Problems/Plans
364	No issue
365	No issue
367	No issue. The new 367 is out getting lights/electronics/radio resources installed.
3617	No issue
3618	No issue
Haul Trailer	No issue
3c16	No issue
3c26	No issue.

**Capital Projects / Special Projects ( S. Shuler & R. Wilsey )**

**NYS VFIRE Grant Project**

R. Wilsey reported that the project is about a month ahead of schedule. Nichols Construction has been very flexible with respect to amount of work completed but billed at a lesser amount to date – and no payment yet sent. The ceiling grid is in progress as are carpeting /door/painting finishes. Principle issue is the scheduling of some sub-contractors since the project is so far ahead.



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**OPERATIONAL COMMITTEE REPORTS (cont.)**

**Capital Projects / Special Projects ( cont. )**

Roof Replacement and Solar System Installation

Per S. Shuler, weather forecast looks like it will be sufficient to start next week. Steve noted one small issue where the electrician was forced to take a City of Rochester exam. The hope is the roof will be complete by May with an immediate follow-on with the solar installation.

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

District Administrator's Report

R. Wilsey motioned that the District Administrator's report (see **Appendix C**) be approved. This was seconded by J. Shipe and passed by unanimous consent: 5-0-0

In a brief discussion regarding the old 3" hose that is being replaced, R. Wilsey motioned that the District survey out of service the 1250 ft. of 3" hose This was seconded by J. Shipe and passed by unanimous consent: 5-0-0. Deputy Chief Friedlander indicated he would be supplying the contact information of the donation destination.

In answer to R. Wilsey's questioning, D. Considine proposed a District Leadership meeting to be held somewhere in the range of June 24<sup>th</sup> to 26<sup>th</sup>. Dan indicated he would be selecting a definitive date and forward that and topic information to Secretary Sellman so a notice can be generated & published.

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

Ryan presented a summary report on the acquisitions of needed IT system's updates.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

At 19:54, 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: 5-0-0.

At 20:37, the Board exited Executive Session and the regular meeting resumed.



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**Training Officer Hire**

Board Chair Wilsey made a motion to hire Greg Francesco (current MFD Captain) as a per diem employee at the rate of \$30/hr. His primary responsibility will be to perform as the Training Officer for Mendon Fire District with a secondary responsibility as an assistant to the District Administrator. The maximum hours allocated towards training is constrained to twenty (20). The motion was then seconded by J. Shipe and passed by unanimous consent: 5-0-0. After the motion passed, the employment agreement as prepared by District Counsel Fletcher was then signed by Mr. Francesco and all Board members.

**Member Suspension**

Commissioner S. Shuler made a motion to suspend Firefighter Art Torrey as the District Board has found him to be in violation of Mendon Fire District Rule 116 Discrimination and Sexual Harassment. Shuler further stipulated that the suspension would be until A. Torrey successfully completes an EDP course to be outlined by Commissioner D. Considine. Commissioner Shipe noted that the Board would request Chief Tschiderer to notify A. Torrey of the suspension. The motion was seconded by J. Shipe and passed by unanimous consent: 5-0-0.

**MEETING ADJOURNMENT**

At 20:42 R. Wilsey motioned to adjourn the meeting. This was seconded by J. Shipe and passed by unanimous consent: 5-0-0.

**Minutes Respectfully Submitted by**

Tom Sellman,  
District Secretary,  
Mendon Fire District



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**APPENDIX A: Chief's Report (part 1 of 2)**



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



April 2026 report:

67- Calls YTD, 23 since last mtg

Calls of significance since the last meeting: MVC 251 @ Mile Square Rd (Fatal)

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
364 (25 calls)	9:56 2:57	14:46 2:23
365 (15 Call)	10:50 0:16	18:10 2:37
367 (39 Calls)	9:42 0:06	15:07 1:33
3617 (8 Calls)	10:45 4:46	17:29 3:31
AVG	10:18 1:15	15:53 2:31

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 **10:17 faster**

YTD avg attendance (on apparatus): 5.17 (+0.35)

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

"Damage":

FFs in danger of separation due to participation levels:

- C. Oppelt, M. Principe

FFs on medical leave (NONLOSAP)-

- K Junge

New business:

- PO's – Full Circle LION

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



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**APPENDIX A: Chief's Report (part 2 of 2)**

- Request approval for the District to do a NYS bid for a 12-person Van (Approx \$ 60K)
  - Fire Police
  - Training
  - Parades/General errands
- Grants
  - DEC- Dryer
  - AFG- Portable Radio upgrade
  - SAFER- Training Officer
- DECON Seats(Reburb, fund)- ordering when funds are available
- Hose replacement- waiting for hose testing to place in service
- 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, duty description was submitted, awaiting feedback

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

**April 2026 Meeting**

Payee	Amount
Bound Tree Medical	\$ 324.42
Davis Ulmer Sprinkler	\$ 150.00
Energyware, LLC	\$ 135,084.22
Everon LLC	\$ 358.67
Har Rob Fire Apparatus	\$ 303.00
Healthworks	\$ 816.25
Honeoye Falls NAPA	\$ 13.65
Mark Mossow	\$ 192.00
Mike Moreland's Lawn & Landscape	\$ 1,200.00
Morgan Rubbish Removal	\$ 62.01
Saxby Implement	\$ 223.59
The Nichols Team	\$ 146,416.61
Town of Mendon	\$ 180.50
URMC Department of Psychiatry	\$ 1,605.00
Bank Balances as of 4/6/2026	Balance
CNB #5415 (checking)	\$ 561,628.62
CNB #5417 (savings)	\$ 301.84
CNB #0817 (Capital)	\$ 250,897.77
Municipal CD - 3985 (Capital)	\$ 414,252.78

Credit Card	Amount
First Bank Card - Dan Considine	\$ 95.02
First Bankcard- John Shipe	\$ -
First Bankcard- Ryan Wilsey	\$ 5,079.25
First Bankcard - Dale Sweet	\$ 555.51
First Bankcard - Steve Shuler	\$ -
AUTOPAY BILLS	
ATT Mobility	\$ 275.80
ATT Mobility	\$ 148.67
Spectrum	\$ 149.99
Toshiba Financial Services	\$ 248.27
Benecare	\$ 4,051.16
Monroe County Water Authority	\$ 167.57

**TOTAL BILLS \$ 297,701.16**

*Additional Bills*

- Everon LLC - \$ 358.67
- H.O. Bostrom Co., Inc. - \$ 15,514.88
- District Incentive program \$ 13,000
- Notices by \$ 557.69
- alpine software \$ 945-
- convergent/cloudtrak \$ 301.31
- PenFed/Arrow Bank \$ 38,116.2

Steve Shuler \_\_\_\_\_  
 Dan Considine *Daniel P. Considine* \_\_\_\_\_  
 John Shipe *John P. Shipe* \_\_\_\_\_  
 Ryan Wilsey \_\_\_\_\_  
 Richard Joint \_\_\_\_\_



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

To: Dan Considine  
From: Dale E. Sweet

April 9<sup>th</sup>, 2026

**Physicals:** Several more firefighters have gotten their physicals completed since your last meeting.

**Personnel:** Nothing new.

**Apparatus:**

- **E-364** is running ok. A new gauge for the deck gun was received from Har-Rob and installed by Dale on 3/30. Dale replaced 200' of 3" hose with the new hose that was purchased on 3/31.
- **E-365** is running ok. The left rear ground light parts were received, and Dale took apart the enclosure for the electric wires on the tailboard and replaced the wire/plug for the light. New holes had to be drilled to remount the enclosure, and it was reinstalled and the light is back operating; this was completed on 4/6.
- **TA-3617** is running ok.
- **367** is running o.k.
- **3C26 vehicle** had a gas leak repaired at CARS Auto Repair Shop and is back in service.
- The Kubota water pump was returned from Saxby's after being serviced on 4/2.
- Kubota generator #3 was dropped off to Saxby's for service/maintenance on 4/2. This will be the last unit to be serviced.
- One SCBA cylinder that was sent to DiVal Safety for a valve problem was returned on 3/25.
- 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.
- The new 3" and 5" firehose was tested by Dale. The new 5" hose was tested and loaded on E-364 and E-365 by Dale on 3/26. The 3" hose was tested on 3/27 and 3/30. 200' of the 3" hose was loaded onto E-364 by Dale on 3/31. The remaining 3" hose will be loaded soon.
- All fire extinguishers on the apparatus were inspected/tested by Global Fire Protection on 3/31.
- Hose to be surveyed out of service: 1250' of 3" hose that is being replaced by the recent 3" hose purchase. The inside liner is starting to fail and should be disposed of.

**New Purchase Requests Received:**

26-09: FCL X FD Suppression Agent = \$1879.96



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

**Purchase Requests:**

- 25-17: Viking Gear for FF Oppelt = needs to be measured.
- 25-25: Seat covers for decontamination/cancer prevention = \$15,286.19 – will be ordered after the voucher is approved.
- 25-26: Radio Strap Kits (5) = \$750.00 – were received and given to the Chief to issue.
- 26-03: Boots, Gloves, Mega Movers = \$3018.08 – Mega Movers were received, gloves are on order, one pair of boots are on order and the other three need sizing for the correct width.
- 26-04: SoundOff Signal Emergency light/siren items (367) = \$5028.00 on order.
- 26-05: Install of Emergency light/siren items (367) = \$3995.00 truck is at the vendor being worked on.
- 25-06: Helmets/Shields = \$3463.39 – are being worked on.
- 25-07: Auto Eject Outlet for new 367 = \$400.16 – received and installed.
- 25-08: Battery Conditioner for new 367 = \$124.95 – on order.

**New 367:**

- The truck is at the vendor for installation of lights and wiring (3/23).
- SoundOff Signal lighting and siren equipment was ordered and will be shipped to Paul Schad's shop to be installed.
- Extinguisher brackets were received, modified, and painted.
- Dale has laid out the equipment, fitted some of it with straps and installed them.
- Turtle tile flooring has been installed in the compartments.
- The truck had undercoating and ceramic coating applied at Corrosion Pro Plus.
- The back-up camera is also being investigated.
- Working on the mounting board for the scba's and hand tools, Har-Rob is producing an aluminum frame/board to be mounted to the roll-out tray.

**Building & Grounds:**

- Snow plowing, salting, and sidewalk cleaning are hopefully done for the season.
- **Simplex Contract update:** The contract was sent back to Johnson Controls after approval at the last board meeting.
- It has been busy with the Bunk Room Project and contractor updates on the project. It appears to be ahead of schedule at this point.
- All fire extinguishers in the buildings were inspected/tested by Global Fire Protection on 3/31.
- The Ansul System and the roll-up fire door were inspected/tested by Global Fire Protection on 4/1.



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

- Commissioner Shipe and Dale removed the old copper water pipe (from above the ceiling) that serviced the outside water faucet on the south side of the building. A hole was drilled through the floor to the basement and a copper pipe soldered to the faucet and stubbed through the floor for future connection.

**Grant (V-Grant):** Work on the Bunk Room Project continues to move forward with electrical work, door installation, painting, and ceiling work being done in stages. A bill for the construction work completed up to March 31<sup>st</sup>, 2026, has been submitted for payment from The Nichols Team, Inc.

**Insurance:** 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. New insurance cards were received and are in the vehicles.

**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