GATES FIRE DISTRICT

2355 Chili Avenue, Rochester, New York 14624
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www.gatesfiredistrictny.gov
Serving Territory in the Towns of Gates and Chili, N.Y.

Gates Fire District
Board of Fire Commissioners
Regular Commission Meeting
THURSDAY, April 23, 2026
6:30 PM

UNAPPROVED MINUTES

Attendance
James Werth, Chairman
Daniel Cox, Vice Chairman
Louis Comenale, Jr., Commissioner
Richard Koch, Commissioner
Timothy D. Goole, District Fire Chief
Mark A. Quill, District Assistant Chief
Donna Capone, District Secretary
Brittany Gould, Treasurer
Julie Spencer, Deputy District Treasurer

Guests
**See attached sign-in sheet

Absent
Kevin Mahoney Esq., Legal Counsel-excused
Charles Johnson, Commissioner-excused

Chairman Werth called the Regular Commission meeting of the Gates Fire District to order at 6:30 p.m.

Pledge of Allegiance was led by Commissioner Cox.

Chairman Werth identified all the emergency exits within the building.

Would any of the guests like to address the Board at this time?
(please state your name and address)

No guests were in attendance.

Unapproved

Approval of Prior Meeting Minutes:
Motion to approve the March 26th, 2026, Commission Meeting Minutes made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-abstained, Commissioner Johnson-excused, Commissioner Werth-approved.

Treasurer's Report – presented by Brittany Gould:
Accounts Payable Report: Bills to be paid since the last meeting in the total amount of $253,827.00 were presented by the Treasurer and were audited by the Board of Fire Commissioners. All Commissioners in attendance signed the attachment to the Treasurer's Office list of vouchers approved to be paid.

Motion and Resolution to approve the Accounts Payable Report for April 23rd, 2026, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of $253,827.00 made by Commissioner Koch and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

March LOSAP Summary report presented.

Motion to approve the March LOSAP Summary report made by Commissioner Cox and seconded by Commissioner Koch. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

District Secretary's Report – Donna Capone:
We received mail from Wireless Consulting Partners regarding buying out cell tower lease.

Assistant Chief Quill distributed General Order 26-004 to All Personnel regarding Dispatcher Data Entry Responsibilities.

Chief's Report – Timothy D. Goole:
Purchase Request:
Training:
Permission to spend $510.00 for four (4) Firefighters to attend the STEP Conference; permission for the use of a district vehicle to attend: Engine Company Instructor Authorization at the New York State Fire Academy, Aerial Operator Instructor Authorization at the New York State Fire Academy, Rope Ops at the Wayne County Training Facility. There is no cost to the training. There are funds to cover the expenses.

Motion to approve to spend $510.00 for four (4) Firefighters to attend the STEP Conference and to approve use of a district vehicle to attend Engine Company Instructor Authorization, Aerial Operator Instructor Authorization, Rope Ops at the

Unapproved

Wayne County Training Facility made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Community Risk Reduction:
Permission to spend $185.00 on Community Risk Reduction postcards; permission to spend $129.99 annually for a software package for graphics creation made by Commissioner Koch and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Apparatus Equipment and Services:
Permission to spend $820.00 with Amazon for one (1) coffee table, two (2) armchairs, and one (1) entryway table for the front entrance of the Administration Building; permission to spend $585.00 plus shipping with KLOG for 15 vinyl folding chairs for the Administration Building; permission to spend $82.00 with Home Depot for one (1) folding chair cart for the Administration Building; permission to spend $4,620.00 with Microworx for two (2) replacement Dispatch computers; permission to spend $600.00 with Alpine Software to make programming changes to our Red Alert software. There are funds to cover the expenses.

Motion to approve to spend $820.00 with Amazon for one (1) coffee table, two (2) armchairs, and one (1) entryway table for the front entrance of the Administration Building; to spend $585.00 plus shipping with KLOG for 15 vinyl folding chairs for the Administration Building; to spend $82.00 with Home Depot for one (1) folding chair cart for the Administration Building; to spend $4,620.00 with Microworx for two (2) replacement Dispatch computers; to spend $600.00 with Alpine Software to make programming changes to our Red Alert software made by Commissioner Koch and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Education reimbursement: Looking for permission to reimburse an employee the amount of $1,668.00 for an education reimbursement. All appropriate paperwork has been submitted.

Motion to approve an education reimbursement for an employee in the amount of $1,668.00 made by Commissioner Comenale and seconded by Commissioner Koch. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Annual District Inspections-How would the Board like to handle them this year. Chief's recommendation is to do it the same as previous years, have the Station Captains and the Lieutenant in charge of PPE complete inspections and then we can turn copies over

Unapproved

to the Station Commissioners as in years past. Commission discussed. We will keep the process the same as in past years.

U of R Agreements: I have received updated ride-along agreements for our University of Rochester ride-along students. The attorney and I have reviewed without issue. I will be signing them and returning them as soon as possible.

MC EMS Administrator-Deputy Public Safety Director Henry has announced the appointment of Dan Riordan as the Monroe County EMS Administrator, aka car 900.

2026 Summerfest-Town of Chili will be hosting their Summerfest on Saturday June 27, starting at 1600. This is the same day that the Town of Gates is hosting their Celebrating America event.

Thank you letters:
I sent a thank you letter to Chief Bromage of the Spencerport FD thanking him for allowing us to use their training grounds for our Pump Operator Authorization Training Program.

I sent a thank you letter to Ms. LaJuett at the Gates-Chili High School. She facilitated a few of the HS students to translate some of our fire safety messages into other languages for us.

I received a thank you letter from Chief Napolitano of the City of Rochester FD for the assistance we provided to them during their house explosion on Lake Ave.

I received a thank you letter from Lt. Kawski and Sgt. Toomey from the Monroe County Sheriffs Office. The Lt. and Sgt. are in charge of the Rescue Task Force Team for MCSO. They thanked us for our participation in recent in-service training.

Out of Office: I will be out of the Office on Monday returning on Tuesday.

Request for Executive Session for Personnel Matters.

Assistant Chief's Report - Mark A. Quill:
Request to surplus equipment:
Request permission to surplus one (1) Honeywell Ben II Low Rider Helmet; one (1) Paul Conway Helmet Shield. These items have no monetary value to the district.

Motion to approve to surplus one (1) Honeywell Ben II Low Rider Helmet and one (1) Conway Helmet Shield made by Commissioner Koch and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Purchase request:

Unapproved

Apparatus, Equipment & Services:
Request permission to purchase eight (8) sets of replacement turnout gear from MES at the cost of $37,460.32. There are funds to cover this expense.

Motion to approve the purchase of eight (8) sets of replacement turnout gear from MES at the cost of $37,460.32 made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Chairman Werth's Report:
No Report

Vice Chairman Cox's Report:
Commission project report-Board reviewed and discussed.

One item left off of the report was the fund drive letter. Commissioner Johnson wanted items added and he was directed to go see the President of the Department.

Commissioner Comenale's Report:
No Report

Commissioner Koch's Report:
No Report

Commissioner Johnson's Report:
Excused

Kevin Mahoney, Esq.
Excused

Executive Session:
Motion made at 6:47 p.m. by Commissioner Cox and seconded by Commissioner Koch to enter Executive Session for the purpose of discussion regarding *the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation and or potential litigation.* Roll Call Vote: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

A motion to exit Executive Session made by Commissioner Cox and seconded by Commissioner Koch. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Unapproved

The Board exited Executive Session and returned to Open Session at 7:07 pm. The Board took no action in Executive Session.

Open Session:
Does anyone have anything to present before closing the meeting?
No Motions were made.

Adjournment:
Motion to adjourn the April 23, 2026, Regular Commission Meeting at 7:08 p.m. made by Commissioner Cox and seconded by Commissioner Koch. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-approved, Commissioner Johnson-excused, Commissioner Werth-approved.

Respectfully submitted,

Donna Capone
District Secretary

Unapproved