GATES FIRE DISTRICT

2355 Chili Avenue, Rochester, New York 14624
Phone: 585-426-2720 Fax: 585-426-7444
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, July 9, 2026
6:30 PM

UNAPPROVED MINUTES

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

Guests
**See attached sign-in sheet

Absent
Kevin Mahoney, Esq., Legal Counsel-Excused
Richard Koch, 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 Treasurer Gould.

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 for the record:

The guest declined to address the Board.

Unapproved

Approval of Prior Meeting Minutes:
Motion to approve the June 25th, 2026, Commission meeting minutes made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Treasurer's Report – presented by Brittany Gould:
Treasurer's Report presented.

Motion to approve the Treasurer's Report as June 30th, 2026, made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Monthly Check List Report presented.

Motion to approve the Monthly Check List Report made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Profit and Loss Report presented:

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

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of $193,263.47 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 the July 9th, 2026, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of $193,263.47 made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Approval to pay HSA funding on July 31, 2026, as the 1st of August falls on a weekend date.

Unapproved

Motion to approve to pay the HSA fund on July 31st, 2026, made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Budget time is here; I would like to start scheduling budget meetings in the next month. Wanted to ask the Board if we could go off of the Commission assignments list.

2% check has been received, distribution will be done next week.

District Secretary's Report – Donna Capone:
A letter of resignation was received from Commissioner Koch.

Assistant Chief Quill distributed Informational Bulletin 26-021 to All Personnel regarding him being out of Town.

Chief Goole distributed Informational Bulletin 26-022 to All Personnel regarding him being out of Town.

Assistant Chief Quill distributed Informational Bulletin 26-023 to All Personnel regarding the District Mechanic being out of Town.

Assistant Chief Quill distributed General Order 26-007 to All Personnel regarding Class 1 and Class 2 Bailout Belts.

The Association of Fire Districts of the State of New York Fire District Affairs June & July Bulletin was received via email.

Chief's Report – Timothy D. Goole:
June 2026: 489 Calls for Service with one (1) working fire.

Purchase Requests:
Community Risk Reduction:
Permission to spend up to $700.00 at Wegmans and Walmart for food and supplies for Junior Fire Academy. There are funds to cover the expenses.

Motion to approve to spend up to $700.00 at Wegmans and Walmart for Junior Fire Academy food and supplies made by Commissioner Johnson and seconded by Commissioner Werth. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Paperless Initiative-discuss a plan to move forward with the Board for a paperless initiative. As we get further along we will be contacting each of you.

Unapproved

Educational reimbursement: Looking for permission to reimburse an employee for $777.00 for education reimbursement. All appropriate paperwork has been submitted.

Motion to approve an educational reimbursement for an employee at the cost of $777.00 made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

VFF Acceptance: Looking for permission to accept one (1) individual for Volunteer Firefighter Membership as communicated via email.

Motion to approve one individual for membership to the Gates Chili Fire Department made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Vehicle Use: Permission to use my district issued vehicle to attend the NYS Career Fire Chiefs meeting in Corning, NY next week, July 14-15th.

Motion to approve the Chief to use his district issued vehicle to attend the NYS Career Fire Chiefs meeting in Corning, NY made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Rochester Airshow: We have been requested to assist the Airport FD during their airshow again this year. The airshow will be held August 7-9th.

RFD Funeral Services: We have requested to assist the City of Rochester FD during the Funeral services of one of their members next Wednesday, July 15th

Reminder:
Junior Fire Academy is July 13-17th.

Thank you letter:
I received a thank you letter from Chief Bromage of the Spencerport FD for our assistance provided during their working fire on July 4th.

Out of Town:
I'll be attending the NYS Career Fire Chiefs meeting next Tuesday and Wednesday.
I'll be out of town from Monday, July 20th through Sunday, July 26th.

Unapproved

Assistant Chief's Report-Mark A. Quill:

Station damage:
Damage recently occurred to the cord reel and some drywall located above Bay 5 at Station 1. All appropriate paperwork is being completed by the company officer and will be filed.

Surplus request:
Request to surplus one (1) filing cabinet from the Health and Safety Office. The cabinet has no monetary value to the district.

Motion to approve to surplus one filing cabinet from the Health and Safety Office made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Educational Partnership:
Requesting permission to enter into an educational partnership with Columbia Southern University. This partnership is no cost to the district and allows members to participate in higher education online classes in pursuit of degrees at a reduced tuition rate.

Motion to approve to enter into an educational partnership with Columbia Southern University made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Purchase request:
Request to purchase dispatch equipment and authorize Western New York Radio Solutions to install the equipment for the price of $22,072.46 as part of the dispatch upgrade project. This equipment will allow for enhanced recording of radio communications as well as better audio quality throughout Station 1. These expenses are reimbursable through the ARPA funds.

Motion to approve the purchase of dispatch radio equipment and installation from Western New York Radio Solutions at the cost of $22,072.46 made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Chairman Werth's Report:

Discussion regarding hiring a company to wash administration building windows and screens at a cost of $360.00.

Motion to approve to wash the administration windows and screens at a cost of $360.00 made by Commissioner Werth and seconded by Commissioner Cox.

Unapproved

Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Vice Chairman Cox's Report:
Request for Executive Session for Personnel Matters.

Commissioner Comenale's Report:
No Report

Commissioner Johnson's Report:
No Report

Note: Would like to thank Speedway, Delphi Rise and E-Z mini storage for allowing us to put up volunteer signs

Kevin Mahoney, Esq.
Excused

Executive Session:
Motion made at 6:46 p.m. by Commissioner Cox and seconded by Commissioner Werth 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*. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

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

The Board exited Executive Session and returned to Open Session at 7:21 pm. The Board took no action in Executive Session.

Open Session:
Vice Chairman Cox would like to communicate that the Commission has an opening and we are looking to update the Commission Assignments based on his leaving.

Adjournment:
Motion to adjourn the July 9th, 2026, Regular Commission Meeting at 7:22 p.m. made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Unapproved

Respectfully submitted,

Donna Capone
District Secretary

Unapproved