

**ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
MONTHLY MEETING  
January 29, 2026**

**Commissioners Present:**

Michael Lewis, Chairman  
James Arnold, Vice Chairman  
Gary Leighton  
Matthew Cook  
Scott Costello

**District Officials Present:**

Ronald Materese, District Deputy Treasurer  
Erika Pereira, District Secretary  
Jennifer Loup, District Treasurer  
Matthew Grafton, Fire Chief

**Guests / Visitors:**

Gil Martino, Fire Company 2<sup>nd</sup> Vice President  
Jacob Polovchak, 3<sup>rd</sup> Assistant Chief  
Michelle Pandich, Fire Company 1<sup>st</sup> Vice President  
Robert Brady, Fire Company President  
Matthew Cargill, Lieutenant  
Gregg Cook, Fire Company Trustee  
William Frantz, 2<sup>nd</sup> Assistant Chief  
Ronald Materese  
John Hussar, Safety Officer  
Michael DelVillano, Lieutenant  
Michael Hamzik, Safety Officer  
Andrew Salavetskias, Captain  
Muhamed Mujcic  
Susan Martino  
Teague Blanchard  
Cole Farley  
Zachary Zader

A public work session of the Endwell Fire District Board of Fire Commissioners was called to order at 6:15 p.m. at Station #1, 3508 Country Club Road, Endwell, New York, by Commissioner Lewis.

Agenda items were reviewed, and the work session was closed at 7:00 p.m.

Commissioner Lewis called the regular monthly meeting of the Board of Fire Commissioners to order at 7:00 p.m.

The minutes from the December 18 meeting, the Special Meeting held on December 29, 2025, and the 2026 Organizational meeting held on January 14, 2026, were distributed to the Board.

Commissioner Lewis would like the Special Meeting held on December 29, 2025, to reflect that he did not vote on the appointment of the First Assistant Chief for the 2026 calendar year.

Motion by Commissioner Costello, seconded by Commissioner Arnold, to approve the minutes as submitted with the correction to the Special Meeting held on December 29, 2025. All in favor, aye; opposed, none. Motion carried.

**TREASURER'S REPORT:** Motion by Commissioner Leighton, seconded by Commissioner Cook, to approve the Treasurer's Report and the Capital Reserve Summary as presented. All in favor, aye; opposed, none. Motion carried.

**Unfinished Business:**

1. **Station 3 Project:** The Board received the final facility condition assessment by HUNT. Commissioners Costello and Arnold will review and meet with Station 3 members. Commissioner Costello is exploring grant options with Assistant Chief Frantz. Commissioner Arnold stated that the Board may need to reach out to the Town to obtain additional land for the construction of the new Station.
2. **New Apparatus—Engine:** On production line; expected April 2026.
3. **Apparatus Floor:** No action at this time. Commissioner Cook is still working to obtain updated proposals from three vendors.
4. **New Chief's Vehicle:** The Board discussed outfitting two newly acquired Chief vehicles with emergency warning lighting, sirens, communications equipment, safety equipment, accessories, and related installation services in order to place the vehicles into service.

Motion by Commissioner Cook, seconded by Commissioner Costello, to adopt the resolution authorizing the expenditure of \$46,254.95 from the Apparatus Capital Reserve Fund for the purpose of outfitting two Chief vehicles, subject to permissive referendum pursuant to New York General Municipal Law §6-g and Fire District Law §175, and directing the Fire District Secretary to publish/post the required Notice of Adoption. No funds shall be expended until the 30-day permissive referendum period has expired and no valid petition has been filed. All in favor, aye; opposed, none. Motion carried.

5. **Flooring & Painting – Chief and Assistant Chief Offices and SCBA Room:** The project has been completed.
6. **Community Room Chair Cart:** Motion by Commissioner Arnold, seconded by Commissioner Costello, to purchase two more chair carts from Staples in the amount of \$973.98. All in favor, aye; opposed, none. Motion carried.
7. **Community Room Cutlery:** Cutlery has been received and put into service.
8. **Proposed Vehicle Replacement:** The Board of Fire Commissioners reviewed and discussed the proposed refurbishment of Engine 2 (Unit 31-2), a 2003 Sutphen Custom fire apparatus, including mechanical, pump, lighting, electrical, compartment reconfiguration, safety upgrades, replacement tires, and related cab, body, paint, and lettering work. Following review of the submitted quotes and project scope, the Board determined that the refurbishment is necessary to extend the service life of the apparatus, improve reliability, and maintain safe and effective emergency response operations.

Motion by Commissioner Costello, seconded by Commissioner Arnold, to adopt a resolution authorizing the refurbishment of Engine 2 in an amount not to exceed \$84,831.38, funded from the Apparatus Capital Reserve Fund, subject to a permissive referendum pursuant to Fire District Law §175 and General Municipal Law §6-g. The Fire District Secretary was directed to post and publish the required Notice of Permissive Referendum. All in favor, aye; opposed, none. Motion carried.

9. PESH Violation: The Vendor completed the work, and PESH came to close out the violation. During their site visit, they noticed that one of the eyes on Bay 4 was not working, and the Bay 3 motor failed, leaving the door in manual mode. We are currently waiting for a new Bay 3 motor to arrive. Once both are operational, PESH will return to close the violation.
  
10. Volunteer Firefighter Real Property Tax Exemption List: The Fire District Secretary reported that the eligibility list for the 2026–2027 tax year was prepared in accordance with the District’s adopted tax exemption resolution, the Volunteer Firefighter Partial Real Property Tax Exemption Policy, and written confirmation from the Town of Union Assessor.  
  
The Assessor confirmed that when the District uses the calendar year to determine service time, eligibility must be satisfied as of December 31 of the prior year, and members meeting the two-year requirement after that date are considered in the following annual certification cycle. Eligibility following a break in service is calculated from the member’s most recent return to active status, and prior total service time does not supersede the consecutive service requirement.  
  
The Board reviewed the 2026–2027 RP-466 eligibility lists for the Endwell Fire District, including the lists of eligible active/enrolled members and eligible lifetime members, as presented. The Board approved the eligibility lists and authorized the Fire District Secretary to transmit them to the Town of Union Assessor.
  
11. Inspection Dinner: The Inspection Dinner is scheduled for March 14, 2026, at Sons of Italy. Commissioner Costello and Commissioner Lewis to coordinate.
  
12. The next board meeting will be on February 26, 2026, at 7:00 p.m. at Station 1, 3508 Country Club Road, Endwell, New York. Work session to begin prior to 6:15 pm.

**New Business:**

1. Approve bills and supplement for payment: Motion by Commissioner Arnold, seconded by Commissioner Leighton, to pay the bills and supplement for payment:  
  
Vouchers #26\_01-001 to #26\_01-032, including payroll and Debt Service interest payments totaling \$10,263.61.  
  
Supplemental list: Vouchers #26\_02-001 to 26\_02-018, totaling \$8,375.07.  
  
All in favor, aye; opposed, none. Motion carried.
  
2. Line Transfers: Motion by Commissioner Leighton, seconded by Commissioner Cook, to approve submitted line transfers. All in favor, aye; opposed, none. Motion carried.
  
3. Buildings & Grounds:
  - a. Exterior Station 1 lights: A.C. Spears provided a quote to replace two exterior lights. Commissioner Costello would like to review the proposal further.
  
  - b. Station 1 Garage Door Openers: We received a price quote from Gates Garage Door Company to install new door openers on Bay 1 through 3. Commissioner Costello would like to see

three additional vendors contacted to obtain quotes.

4. Community Room Requests: Motion by Commissioner Cook, seconded by Commissioner Arnold, to approve community room requests as submitted. All in favor, aye; opposed, none. Motion carried.

Date	Times	Requested by	Use	Cost	Comments
01-24-2026	All Day	Dennis Sullivan	Family Event	\$200 Security Deposit	Member
02-12-2026	All Day	Matthew Brennan	Red Cross Blood Drive	NO Fees	The Fire Department will be hosting the Drive
03-15-2026	All Day	Michael DelVillano	Children's Birthday Party	\$200 Security Deposit	Member
05-02-2026	All Day	Ron Materese	TIMS Presentation for the Department	No Fees	The Fire Department will be hosting the training
11-12-2026	All Day	Ron Materese	South Central Fire Police Association	\$200 Security Deposit	Member

5. Chief's Report: Motion by Commissioner Costello, seconded by Commissioner Arnold, to accept the Chief's Report as presented. All in favor, aye; opposed, none. Motion carried.

*Dear Board of Fire Commissioners,*

*I would like to begin by thanking all our members for assisting Endicott with 2 fires.*

*Progress continues for the new apartment complex on Hooper Road. We are still attempting to schedule a nighttime pre-plan in the future.*

*Plans are in the works for new stairs at 15 Delaware Avenue. I spoke with the owner. He will contact us before construction begins so we can set up a pre-plan and establish an exact time frame for installing the stairs.*

*Appreciate the members' continued dedication to responding to calls. This includes the members who staffed the station from Sunday to Monday during the past snowstorm. Your efforts are greatly appreciated.*

*Officers are working on the schedule for truck replacement and upgrades.*

*The arrival of the new engine is still planned for April.*

*We had our first consultation meeting with PESH. Things are progressing well.*

*Had a meeting with Battalion 4 Water Rescue Team and set up a schedule for the upcoming year.*

*Meeting with the Deputy Fire Coordinator to increase training with other departments and host NYS fire classes.*

*Quint 31 was involved in an MVA. We have estimates for repairing the quint and will move forward with the repairs and address other issues with the apparatus.*

*Looking forward to reestablishing Battalion 3 on-duty Engine to improve morale and assist other departments with calls.*

*We have estimates and will discuss and move forward to refurbish E31-2.*

*Chief's cars will be sent out to be outfitted with lights, radios, and cabinets.*

*Looking at Options to sell the Scott bottles.*

*Chief 31A is working on outreach, recruitment, and retention, as well as training with other departments.*

*Chief 31B is working on grant programs.*

*Working on cleaning up SOGs and setting up driver training programs with officers.*

6. Support Services Report: Motion by Commissioner Cook, seconded by Commissioner Arnold, to accept the Support Services Report. All in favor, aye; motion carried.

*Board of Commissioners Endwell Fire District*

- We have received the remaining 8 sets of turnout gear for members. All turnout gear has been distributed.*
- All members currently meet OSHA requirements for turnout gear.*
- The 3 Stream light box lights that were sent out for repair have been returned.*
- Still waiting on the RMA from Pelican for the box light. The 2<sup>nd</sup> Box light also needs to be shipped out for repair*

- We are working on the NYS Fire Grant from the Governor. Will discuss the plan of action during the Board Meeting
- Chief Grafton has spoken with someone at MES who has a contact who may be interested in purchasing the remaining bottles. The required information was provided to the Chief tonight. Hope to have an update next month.
- The New Chief Cars are going to Syracuse this Saturday. I have supplied the Commissioners with pricing to outfit the vehicles

**The following equipment sets have been returned to stock.**

SO Number:	Member's Name:	Item:
11010	Hobart	Turn Out Pants
10142	Healander	Turn Out Pants
6895	Jordan Kane	Fire Pager and Charger
8347	Jordan Kane	Fire Helmet
10264	Jordan Kane	Traffic Vest
10209	Jordan Kane	Turn Out Coat
10210	Jordan Kane	Turn Out Pants
6771	Jordan Kane	Bunker Boots
5311	Ryan Derkowski	Fire Pager and charger
10199	Ryan Derkowski	Turn Out Coat
10238	Ryan Derkowski	Flashlight
10199	Ryan Derkowski	Turnout Pants
10238	Ryan Derkowski	Stream light Flashlight
10392	Ryan Derkowski	Forest Fire Coat
10383	Ryan Derkowski	Forest Fire Pants
02643	Ryan Derkowski	Globe Fire Boots
8545	Katie Shields	Turnout Pants
8225	Katie Shields	Lion Fire Helmet
7603	Katie Shields	Stream light Flashlight
11021	Katie Shields	Globe Turnout Boots
5410	Daniel Toten	Lion Fire Helmet
5351	Mike Delvillano	Lion Fire Helmet
25042	Kevin Lenik	Globe Turnout Boots
8278	Noah Townsend	Lion Fire Helmet
25126	Noah Townsend	Globe Turnout Pants
25125	Noah Townsend	Globe Turnout Coat
7631		Streamlight flashlight
7625		Streamlight Flashlight
4710		Streamlight flashlight
10266		Streamlight flashlight

**The Following items have been issued to Members:**

SO Number:	Member:	Item:
11109	Rob Brady	Lion Turnout Coat
11110	Rob Brady	Lion Turnout Pants
11111	Tom Hobart	Lion Turnout Coat
11112	Tom Hobart	Lion Turnout Pants
11105	Rich Healander	Lion Turnout Coat
11106	Rich Healander	Lion Turnout Pants
11107	Johnny Macancela	Lion Turnout Coat
11108	Johnny Macancela	Lion Turnout Pants
11129	Nate Brown	Lion Turnout Coat
11130	Nate Brown	Lion Turnout Pants
11135	Steven Jackson	Lion Turnout Coat
11136	Steven Jackson	Lion Turnout Pants
11423	Nate Leonard	Lion Turnout Helmet

**The following items have been red-tagged and removed from service**

<b>SO Number:</b>	<b>Item:</b>
2519	Lion Turnout Pants 6/2009
26106	Lion Turnout Coat No tag
26054	Lion Turnout Pants 1/2013
26049	Lion Turnout Coat No Tag
25175	Lion Turnout Coat No Tag
25171	Lion Turnout Coat
25173	Lion Turnout Pants
8240	Stream light Flashlight Truck Mount
8225	Paul Conway Helmet
8212	Paul Conway
25185	Lion Turnout Coat No Tag
6546	Paul Conway Helmet

7. Maintenance Division Report: Motion by Commissioner Costello, seconded by Commissioner Cook, to accept the Maintenance Report. All in favor, aye; opposed, none. Motion carried.

*Board of Commissioners Endwell Fire District*

*Here is a detailed report on the status of each piece of Apparatus:*

**Engine 31-1**

*Engine 1 had 127 check engine lights. I was in Contact with the current Pierce Dealer, Fire Matic. They sent a mechanic to the station to review the issues. We identified an SAS failure caused by a DEF sensor issue. The computer needed to be reset and re-read several weeks later to perform a proper system check. Fire-Matic was at the Station on 1/ 21/26. Most of the errors were clear, but the SAS Failure remained. It was determined that one of the airbags was defective. A detailed Report was sent to Pierce so the correct part can be ordered. Fire Matic will be in touch when the part arrives. Also, on the initial visit, Fire Matic suggested routine maintenance for the Engine. This was explained in the presence of Commissioner Costello. As of tonight, the small PM that can be done in-house is complete. The deck gun has been greased, and the roll-up doors have been serviced. The bi-weekly check has been completed. Outstanding issues remaining are replacing the pump panel lighting, replacing and updating the cord reel and pigtail, addressing the airbag issue, and replacing the headlight cover on the officer's side.*

**Engine 31-2**

*Twin Tier Fire and Safety has replaced the new ignition and starter switches. The cord reel and pigtail will need updating. The quotes for the refurbishment of this apparatus have been received and reviewed. The board will recommend who should perform the work.*

**Engine 31-3**

*The check engine light on Engine 3 was on as of 1/24/2026. This was due to a low coolant level. The light reset itself, and the level will be topped off and monitored. Twin Tier also evaluated Engine 3 for maintenance and value. The Board will be given a recommendation and findings on value and sale.*

**Rescue 31**

*There was a high idle issue with Rescue. Fire Matic put the vehicle on the scanner. I have not heard back from them about the problem. I will notify everyone when I do. It was also suggested that the pigtail and cord reel be replaced to ensure proper charging, as the two plugs operate different systems on the rescue. It was also suggested that the roll-up doors be sprayed and cleaned monthly to ensure appropriate function.*

**Tower 31**

*Vander Mollen replaced the heating unit, the modular, and the sensor in the Def unit. There are some minor maintenance discrepancies that need to be discussed. The cable adjustment was found to be too loose in the annual inspection in June of 2025. This was handled during its PM in October by Vander Mollen. There was also an issue with the Jack stowed indicator light inside the cab. It did not activate the cab jacks when the parking brake was released. This safety feature indicates that all jacks are in the stowed position for road travel. Vander Mollen was contacted on 1/27/2026 about this issue. They will be bringing down a new sensor and part when they return to the area. This will allow for the ladder to be certified.*

**Utility 31-1**

*There are some concerns about the rear tailgate flap. It is difficult for the Fire Police to operate. I have been in contact with Burr Truck and Twin Tier to discuss how to resolve this issue.*

#### ATV 31

*It is operationally up and running, with no start-up issues.*

#### Quint 31

*The quint was involved in a motor vehicle accident on January 12th. The following companies were contacted to obtain repair quotes. Fire Matic, Vander Mollen, and Twin Tier. As for tonight's meeting, there have been only two (2) quotes. I have also included a quote for tire replacement to submit to the insurance company. Some discrepancies need to be discussed with the Board due to the maintenance and condition of the quint. Following the accident, this may also be a good time to refurbish the vehicle. Multiple areas are rusting, and the problem will only get worse if we wait. Since the vehicle is going in for repair, this is a good time to have this done. There are also issues with the Quint not passing its Aerial Testing. The Aerial Testing Company has outlined these issues. I have included their findings in this report. As of today, all but one of the Broken water gages have been replaced. No other work has been completed. We also have an issue with the front inlet. It is damaged and was attempted to be welded. See photo. It was not done correctly, and because this piece is aluminum, it is strongly recommended that the pipe be replaced. Also, the rear tires are 10 years old, and the front tires are original equipment. I have a quote submitted to the board to replace the tires if the insurance will not cover them. Also, a minor outstanding issue with the Quint is the replacement of the spanner wrenches and updating the TICs.*

#### Utility 31-3

*Utility 31-3 had a break line issue. There was a leak found. The vehicle was taken to Botnick. Found that the check valves on the Rear Calipers were not tightened down to spec. The brake lines were drained, and maintenance was performed. Also, the headlight flasher is not working. This is due to a mouse nest being found in the right front fender. Will obtain estimates to fix this and to cover the bodywork required. The weather has been an issue. Will try to get an estimate before the February meeting.*

#### Utility 31-2

*The safety inspection was completed along with a front-end alignment. After picking up the vehicle, the anti-lock brake light came on, and a noise from the engine was noticed. It was determined that the front hub was bad and the lower engine gasket needed to be replaced. Work is currently being done at Botnick.*

#### Brush 31

*The Kussmaul charger has been installed on the brush truck. The vehicle had maintenance on 1/28/2026 at Endwell Auto. Safety inspection, oil change, and tire rotation were completed.*

#### The old Chief 31A Tahoe

*When the Tahoe was taken up to Botnick for its engine evaluation, it was noticed that the oil lines were leaking. Also, one of the tire sensors needs to be replaced, and its safety inspection is due in February. This vehicle will be taken up to Botnick in February to have the work completed.*

#### Boat 31-1

*The boat is still OOS due to an air leak on one side. I will be contacting someone to see if we can get this repaired. Will discuss the boat's status with the Chief.*

#### Fire Extinguishers

*We have several more fire extinguishers that need to be inspected by ABC—Mr. Brady will take them to ABC for inspection.*

#### Chain Saws

*Working on setting up PM on all gas chainsaws.*

#### In Station Cascade

*The in-station Cascade system has developed an internal leak. As of tonight, Jerome has been notified.*

- *I have prices for the refurbishment of Engine 2. I have attached the quotes and will discuss the recommendation during the board meeting*
- *I have received 2 quotes for repairs to the Quint. I will discuss it at the Board meeting.*

#### Station Maintenance

*During maintenance, it was noted that several of the trucks' automatic air-charging systems were not working. We updated the shore power placement for the rescue and labeled it. This will ensure proper charging and operation of the Kussmaul system. We have ordered new drop reels for the apparatus. We are also getting new pigtails for the apparatus.*

#### Air Compressors

*All air compressors are functioning without issue.*

*The Chief and I met with John Hussar from Gray Goose tonight. We reviewed the G3 coding for maintenance. We have several new ways to track bi-weekly checks and maintenance reporting issues. This should streamline issues and improve accountability.*

8. Training Division Report: Motion by Commissioner Costello, seconded by Commissioner Arnold, to accept the Training Report. All in favor, aye; opposed, none. Motion carried.

*Dear Board of Fire Commissioners,*

**Special Ops Training**

- *Water Rescue Training - Unknown*
- *F.A.S.T Training - 1/17/2026*

**Completed Trainings**

- *McNeil and Company - After the Sirens*
- *I.C.S 200 - FEMA*
- *Various Online Trainings (McNeil & CO, Nation Fall Firefighters Foundation, U.L FSRI)*

**Upcoming Fire Trainings**

- *2/02 - Donning and Doffing*
- *2/9 - Bailouts*
- *2/16 - F.A.S.T Training*
- *2/23 - Thermal Imaging Hide and Seek (Highland Park)*

9. Fire Company Report(s):

- a. Motion by Commissioner Costello, seconded by Commissioner Arnold, to approve the O.L. Davis Fire Company's 2026 event schedule as submitted by letter dated January 12, 2026, including all listed events for the 2026 calendar year, with the understanding that any events or dates listed as "To Be Determined (TBD)" shall require separate approval by the Board of Fire Commissioners once finalized and submitted at a duly noticed Board meeting. All in favor, aye; opposed, none. Motion carried.
- b. Motion by Commissioner Costello, seconded by Commissioner Arnold, to approve Keane Arron (Badge # 542) as a member of the O.L. Davis Fire Company, Inc., contingent upon successful completion of the required physical and District requirements. All in favor, aye; opposed, none. Motion carried.
- c. Motion by Commissioner Costello, seconded by Commissioner Arnold, to acknowledge and accept the resignations of Jordan Kane and Ryan Derkowski from the O.L. Davis Fire Company, Inc., as reported by the Fire Company. All in favor, aye; opposed, none. Motion carried.
- d. Motion by Commissioner Costello, seconded by Commissioner Arnold, to approve the removal of the following members for failure to meet hourly requirements: Randy Beck, Lisberto Calvo-Garcia, Ismael Konate, Christopher Lee, Daniel Totten, Noah Townsend, Blake Cron, and Rachel Fedorchak from the O.L. Davis Fire Company, Inc. All in favor, aye; opposed, none. Motion carried.
- e. Motion by Commissioner Costello, seconded by Commissioner Arnold, to acknowledge and accept the placement of the following members on probation for a period of six (6) months for failure to meet hourly requirements: Nathan Krause, William Legg, and Emily Leniek. All in favor, aye; opposed, none. Motion carried.

10. O.L. Davis Fire Company Newsletter: Commissioner Lewis reminded everyone that Alice Fiacco, the fire company secretary, is working on the monthly newsletter and asked for ideas.

11. Motion by Commissioner Cook, seconded by Commissioner Costello, to accept the donation received from Mary and Duncan Sze-Tu in the amount of \$200.00 and Jim & Nancy Green in the amount of

\$50.00. All in favor, aye; opposed, none. Motion carried.

12. **Planned Maintenance for Station 1 Generator:** The Board reviewed the proposed Planned Preventive Maintenance Agreement from Stark Tech Services LLC for the Station 1 emergency generator (Generac SD130). The agreement provides for one Minor Service visit and one Major Service visit annually, including inspections, testing, servicing, documentation, and compliance-related checks in Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the Planned Preventive Maintenance Agreement with Stark Tech Services LLC in the amount of \$1,698.96 and authorize the Fire District Secretary to execute the agreement and process payment in accordance with District procedures. All in favor, aye; opposed, none. Motion carried.
13. **Request for Approval – HazMat Technician Commuter Meals:** Motion by Commissioner Arnold, seconded by Commissioner Cook, to approve payment by the Endwell Fire District of the mandatory commuter meal expense in the amount of \$40.00 for member Jacob (Jake) Polovchak in connection with his attendance at the New York State Fire Academy Hazardous Materials Technician (Modules 1–3) course scheduled for February 2–6, 2026; and to authorize use of a Chief’s vehicle for transportation to and from the Academy for the duration of the course, in accordance with District vehicle use policies. All in favor, aye; opposed, none. Motion carried.
14. **Grievance Committee & Policy:** The Board acknowledged receipt of legal counsel’s written response regarding Fire District Policy No. 2024-48 (Grievance Policy) and Complaint 11. Counsel’s correspondence identified procedural and statutory considerations related to the current policy.  
  
The Board discussed the matter and determined that additional time was needed to review counsel’s recommendations and the policy in greater detail. Accordingly, the Board tabled further discussion of this item for future consideration, with no action taken at this meeting. The Board directed that this item be placed on a future agenda following further review.
15. **Confidentiality Policy:** Motion by Commissioner Costello, seconded by Commissioner Leighton, to adopt the revised Endwell Fire District Confidentiality Policy (Policy No. 2026-035), as presented, effective January 29, 2026, which supersedes all prior versions of the Confidentiality Policy. All in favor, aye; opposed, none. Motion carried.
16. **Fire Department SOGS:** Motion by Commissioner Costello, seconded by Commissioner Cook:  
  
RESOLVED, that the Board of Fire Commissioners hereby adopts the Endwell Fire Department’s Bloodborne Pathogens Written Exposure Control Plan (SOG 2026-101) as presented; and be it further  
  
RESOLVED, that the Board acknowledges receipt of the remaining Fire Department Standard Operating Guidelines submitted for re-adoption, including SOG 2026-100 (Training Policy), SOG 2026-102 (Membership Requirements), SOG 2026-103 (Accidents Involving Department Vehicles), and SOG 2026-104 (Officers’ Duties and Divisions), and will continue its review of those policies for consideration and action at the next board meeting.  
  
All in favor, aye. Opposed, none. Motion carried.
17. **Assistant Chief William Frantz** would like to have the wheels on the SCBA cart fixed ASAP, as he has been requesting this fix for about 2.5 months now, and he can't store bottles properly. Commissioner

Costello and the District Facility Support Technician will look into purchasing the wheels.

18. Motion by Commissioner Costello, seconded by Commissioner Cook, to open the Officers' Office to all members. All in favor, aye. Opposed, none. Motion carried.

19. Assistant Chief Jacob Polovchak would have the Board look into the malfunctioning computer and/or AV system in the training room.

20. Assistant Chief William Frantz would like the Board to look into upgrading the iPad in the vehicles, as they are no longer able to update the software, as there is no more memory.

Erika had reached out to the district's account representative with ATT/FirstNet.

Apple iPad (A16) 2025: same model with 256 GB storage. 36-month plan at \$16.67, 24-month plan at \$25, or a one-time cost of \$149.99 on a 36-month agreement or \$299.99 on a 24-month agreement.

An iPad with the same model and 512 GB storage would be \$22.23 for 36 months or \$33.34 for 24 months, or a one-time cost of \$349.99 for 36 months or \$499.99 for 24 months.

Erika will check whether the price quote was for the New York State Contract.

21. Commissioner Costello discussed the need for a one-man lift that could be transported by trailer and utilized at multiple stations. Commissioner Costello will obtain specifications and pricing for Board review.

Pursuant to the Endwell Fire District Purchasing and Procurement Policy, the number of required quotes is based on the estimated cost of the purchase as follows: purchases between \$2,000.00 and \$4,999.99 require two quotes; \$5,000.00 to \$9,999.99 require two written quotes; \$10,000.00 to \$19,999.99 require three written quotes; and purchases of \$20,000.00 or more require formal competitive bidding.

No action was taken at this time. The matter was tabled pending receipt of required quotes and specifications.

Correspondence(s): The Fire District Affairs December 2025 – January 2026 was distributed.

Motion by Commissioner Arnold, seconded by Commissioner Cook, to acknowledge receipt of correspondence dated January 13, 2026, from Christopher Lee regarding the alleged improper termination and place the letter on file. No action was taken by the Board at this time. The matter was acknowledged and may be referred to legal counsel for review if directed by the Board. All in favor, aye; opposed, none. Motion carried.

Hearing of Visitor(s): None

Commissioner Lewis called for an executive session at 7:38 pm p.m. to discuss a personal safety issue.

The Board exited the executive session and returned to the regular session at 8:57 p.m., with no action taken.

Motion by Commissioner Arnold, seconded by Commissioner Cook, to adjourn the meeting at 8:58 p.m.

All in favor, aye; opposed, none. Motion carried.

*All motions were unanimously carried unless otherwise noted.*

Respectfully submitted,



Erika Pereira  
Fire District Secretary  
Board of Fire Commissioners  
Endwell Fire District