

**SCHODACK VALLEY FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES**

**August 7, 2024**

**PRESENT:**

COMMISSIONERS:

JAKOB WESTMAN  
PATRICK REIMANN  
PATRICK O'KEEFFE  
EDWARD KNOTT

SECRETARY:

JAKOB WESTMAN

TREASURER:

DAVID SCOTT

CHIEF(S):

BRIAN CASSIDY  
STEVE KELLY

**MONTHLY BILLS:** MOTION TO APPROVE AUGUST 2024 BILLS PRESENTED FOR PAYMENT WAS MADE BY REIMANN AND SECONDED BY KNOTT. THE MOTION WAS APPROVED BY ALL FIRE DISTRICT COMMISSIONERS PRESENT.

DAVE SCOTT TREASURER	\$400.00
BST & CO.	\$1,000.00
DAWNE KELLY	\$200.00
NATIONAL GRID	\$1,451.55
VERIZON	\$110.88
SAFETY FIRST	\$3,223.00
WEX	\$250.00
MAINECARE	\$6,298.00 & \$315.96
MORRIS CROKER LLC	\$170.00
TECHNOLOGY REFLECTIONS INC.	\$795.00
SCHODACK VALLEY FIRE CO – 2%	\$7,865.82
GARRISON	\$692.81
MUNICIPAL EMERGENCY SERVICES INC.	\$3,110.12
WORKFIT MEDICAL	\$76.80
21 <sup>ST</sup> CENTURY MEDIA	\$15.39

STATEMENT OF FINANCIAL POSITION COMPARISON AS OF JULY 31, 2024 WAS REVIEWED. MOTION TO APPROVE TREASURERS REPORT PREPARED BY DAVE SCOTT WAS MADE BY REIMANN AND SECONDED BY KNOTT. ALL COMMISSIONERS PRESENT APPROVED THE MOTION. (EXHIBIT A)

TREASURER SCOTT ADVISED HE IS WORKING ON 2025 BUDGET.

**FINANCES:**

BALANCES SHOWN ARE AS OF JULY 31, 2024.

- PIONEER CAPITAL RESERVE ACCOUNT: \$624,369.69
- PIONEER MONEY MARKET: \$173,987.59
- PIONEER OPERATING ACCOUNT: \$11,176.18
- TOTAL IN ALL BANK ACCOUNTS \$809,533.46
- TOTAL FIXED ASSETS: 1,368,947.70
- TOTAL ASSETS: \$2,178,481.18

**CHIEFS REPORT:** (REPORTED BY BRIAN CASSIDY)

- CALLS 33; TMH 131- DRILLS 3, TMH (EXHIBIT B)
- CHIEF CASSIDY ADVISED SEEKS IS HERE.
- QUESTION CAME UP REGARDING EZ PASS. WILL UPDATE NEXT MEETING.
- SOUTH SHODACK CHICKEN BBQ AUGUST 18, 2024
- A CORNHOLE TOURNAMENT IS BEING HELD AUGUST 27, 2023 AT SCHODACK LANDING.
- MOTION TO APPROVE CHIEFS REPORT WAS MADE BY O'KEEFFE. MOTION WAS SECONDED BY REIMANN. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.

**CORRESPONDENCE:**

- COPIES OF 3 QUOTES FOR THE DRIVEWAY COATING WAS PRESENTED BY WESTMAN. HUNZIKER \$3,500; VANDEWAL \$3,900; GENES PAVEMENT SEALING \$2,550.00. AFTER REVIEW BY BOARD AT MOTION WAS MADE BY KNOTT TO HIRE HUNZIKER AT A COST OF \$3,500. MOTION WAS SECONDED BY REIMANN. ALL COMMISSIONERS PRESENT APPROVED THE MOTION. WESTMAN WILL CONTACT HUNZIKER. (EXHIBIT C)
- A QUOTE FROM KNOX CO. QUOTE # QT-KA-57635 WAS PRESENTED TO BOARD BY CHIEF. A MOTION WAS MADE BY REIMANN TO PURCHASE THE 3 KEYSEURE 6, AND SUPPORT BRACKETS FOR A COST OF \$3,923.00. WESTMAN SECONDED THE MOTION. MOTION WAS APPROVED BY ALL COMMISSIONERS PRESENT. (EXHIBIT D)
- AFFIDAVITT DATED 6.12.24 FOR LEGAL NOTICE IN THE RECORD. (EXHIBIT E)
- AFFIDAVITT DATED 7.19.24 FOR LEGAL NOTICE IN THE RECORD. (EXHIBIT F)
- COPY OF EMAIL DATED JULY 23, 2024 FROM PATRICK REIMANN ADDRESSED TO SHIELA GOLDEN REGARDING FIREHOUSE PROPERTY BEING USED AS A PICKUP/DROP OFF POINT FOR THE SUMMER CAMP PROGRAM. REIMANN REQUESTED MEMORANDUM OF AGREEMENT TO AUTHORIZE USE. (EXHIBIT I).

**OLD BUSINESS:**

- SVFD EMS FUTURE – BEING REVIEWED (NO UPDATES)
- KNOTT TO MAKE COPIES OF ALL CURRENT DISTRICT POLICIES THAT INCLUDE PROCUREMENT, TRAVEL, ACH, INTERNAL CONTROLS, ETC. AND HAND OUT AT NEXT MEETING. (NO UPDATES)
- WESTMAN ADVISED BOARD OF NEED TO PUT IN PLACE A RESOLUTION FOR MANAGING ALL RECORDS. DOCUMENTATION GIVEN TO ALL COMMISSIONERS AT THE PREVIOUS DISTRICT MEETINGS.
- REIMANN ADVISED HE HAD NO UPDATES ON ANY GRANTS.

- FUEL FOR DISTRICT VEHICLES WILL BE OBTAINED FROM RENSSELAER COUNTY IN THE FUTURE. KNOTT TO OBTAIN CODE AND KEYS TO ACCESS STATION LOCATED ON THE CORNER OF MAPLE HILL ROAD.
- SCHODACK VALLEY NEW FIRE HOUSE PROJECT LIST CONTACT LIST WAS PRESENTED TO BOARD BY O'KEEFFE (EXHIBIT G)
- COPY OF S3 DESIGN CONTRACT SIGNATURE PAGE SIGNED BY PATRICK T O'KEEFFE AS OWNER, PAUL S. MCCREARY AS PROJECT ENGINEER AND THOMAS A. DAVIS AS PRESIDENT OF S3, DESIGN INC. EXHIBIT H)

**NEW BUSINESS:**

- REIMANN WILL PRESENT PROPOSALS FOR NEW FIREHOUSE ELECTRONIC SIGN AT NEXT MEETING.
- AUDIT UPDATE: ZOOM MEETING TO BE HELD AUGUST 21, 2024.
- O'KEEFFE TO OBTAIN PRICES ON CAMERA FOR ZOOM MEETINGS.
- REIMANN TO CONTACT MJ BURBEN INC REGARDING GRANT WRITING. PRESENT AT NEXT MEETING.
- COMMISSIONERS AGREED TO SEND 32-5 TO COLUMBIA COUNTY FAIR FOR PARADE ON FIREMANS DAY

**MEMBERSHIP:**

NO NEW MEMBERS PRESENTED.

**CLOSING:**

A MOTION TO APPROVE THE JULY 10, 2024 MEETING MINUTES WAS MADE BY KNOTT AND WAS SECONDED BY REIMANN. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.

A MOTION TO ADJOURN THE REGULAR MEETING WAS MADE BY WESTMAN AND SECONDED BY O'KEEFFE. ALL COMMISSIONERS PRESENT APPROVED THE MOTION. MEETING ENDED AT 8:56 PM.

NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON AUGUST 14, 2024 AT 6:30 PM. WORKSHOP MEETING'S MAY BE HELD INTERMITTINGLY ON EACH WEDNESDAY THROUGHOUT THE YEAR. THIS MEETING WAS UPDATED TO AUGUST 7, 2024. THE PUBLIC WAS NOTIFIED THROUGH A LEGAL NOTICE ON JULY, 19, 2024.(EXHIBIT H)

RESPECTIVELY SUBMITTED BY SECRETARY  
JAKOB WESTMAN