

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

SEPTEMBER 11, 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 SEPTEMBER 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
KNOX CO.	\$3,923.00
DAWNE KELLY	\$200.00
NATIONAL GRID	\$1,564.52
VERIZON	\$ 55.65
BULLDOG	\$934.33 & \$175.41
WEX	\$250.00
MAIN-CARE	\$157.98
MAIN-CARE HVAC FINAL PAYMENT	\$6299.00
CAPITAAND FILTER & SUPPLY	\$28.50 & \$195.00
TIM TAYLOR, SEAL COATING	\$3500.00
GARRISON	\$195.00 & \$692.81
STEVE KELLY	\$28.06
ALBANY FIRE EXTINGUISER	\$76.80

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

TREASURER SCOTT ADVISED HE IS WORKING ON 2025 BUDGET.

FINANCES:

BALANCES SHOWN ARE AS OF AUGUST 31, 2024.

- PIONEER CAPITAL RESERVE ACCOUNT: \$624,900.19
- PIONEER MONEY MARKET: \$164,133.50
- PIONEER OPERATING ACCOUNT: \$8,520.32
- TOTAL IN ALL BANK ACCOUNTS \$797,554.01
- TOTAL PROPERTY, APPARATUS & EQUIPMENT: 1,375,422.11
- TOTAL ASSETS: \$2,172,976.12

CHIEFS REPORT: (REPORTED BY BRIAN CASSIDY)

- CALLS 30; TMH 154- DRILLS 3, TMH 85 (EXHIBIT B)
- CHIEF CASSIDY ADVISED EV PLUG HAS BEEN DELIVERED AND IS ON R-32
- CHIEF REQUESTED \$1,000 FOR FIRE PREVENTION MATERIALS REIMAN MADE MOTION FOR CHIEF TO SPEND UP TO \$1,000. O'KEEFFE SECONDED MOTION. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.
- CHIEF REQUESTED UP TO \$3,400 FOR 8 FIRE HELMETS. MOTION WAS MADE BY KNOTT. MOTION WAS SECONDED BY REIMANN. ALL COMMISSIONERS PRESENT APPROVED THE MOTION. QUOTE FROM GARRISON FIRE & RESCUE CORP FOR MODEL A-1836ABA0BBFBA00B0. \$400.00 PER UNIT.
- FIRE FIGHTER'S MEMORIAL EVENT WILL BE HELD 10.8.2024
- A CORNHOLE TOURNAMENT WAS HELD AUGUST 27,2023 AT SCHODACK LANDING. NEXT YEARS EVENT WILL BE HELD AT SCHODACK VALLEY.
- MOTION TO APPROVE CHIEFS REPORT WAS MADE BY KNOTT. MOTION WAS SECONDED BY REIMANN. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.

CORRESPONDENCE:

- VRS COMPLAINT REGARDING INCIDENT ON AUGUST 10,2024 , LETTER FROM STEVEN MEEHAN, PARAMEDIC,CAPO,CACO. LETTER WAS DISCUSSED IN EXECUTIVE SESSION. (EXHIBIT C).
- QUOTES FOR NEW ELECTRONIC SIGN FOR FIRE STATION, STEWART SIGNS 23,168.00;ACTION SIGNS \$36,420.00;AND SAXTON SIGNS 42,473.14. TREASURER DAVIS SCOTT STATED THE DISTRICT SHOULD NOT PURCHASE SIGN FROM THIS YEAR'S BUDGET AND DECISION SHOULD BE PUT OFF UNTIL NEXT YEAR. ALL COMMISSIONERS PRESENT AGREED. (EXHIBIT E).

OLD BUSINESS:

- SVFD EMS FUTURE – BEING REVIEWED (NO UPDATES)
- KNOTT PRESENTED REVISED COPY DATED 9/15/2024 AND APPROVED . PROCUREMENT AND PURCHASING POLICY PRESENTED FOR ADOPTION DATED 9/11/2024. ALL COMMISSIONERS PRESENT VOTED YES; 1 COMMISSIONER WAS ABSENT. (EXHIBIT E)
- 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. **MODEL RESOLUTION TO BE REVIEWED.**
- REIMANN ADVISED WORKING WITH GRANT WRITER FOR WATER, GAS, AND SEWER WITH TOWN.
- AUDIT UPDATE: ZOOM MEETING WAS HELD AUGUST 21,2024. SCOTT ADVISED ALL NECESSARY FILINGS HAVE BEEN EXECUTED WITH NYS.

- BUILDING UPDATE TO BE HELD ON SEPTEMBER 18, 2024 WORKSHOP.
- CHIEFS VEHICLES: KNOTT ADVISED WAITING FOR WHALEN.
- INVENTORY OF ASSETS TO BE COMPLETED BY KNOTT AND O'KEEFFEE-NO UPDATES

NEW BUSINESS:

- O'KEEFFE TO OBTAIN PRICES ON CAMERA FOR ZOOM MEETINGS.
- REIMANN TO CONTACT MJ BURBEN INC REGARDING GRANT WRITING.PRESENT AT NEXT MEETING.
- BUDGET HEARING AND REGULAR DISTRICT MEETING TO BE HELD ON 10/16/2024. WESTMAN TO PUT NOTICE IN THE RECORD AND PROVIDE TOWN CLERK WITH COPY OF PROPOSED BUDGET.
- SAFE DRIVING COURSE TO BE HELD IN JANUARY FOR ACTIVE MEMBERS AND LADIES AUXILLIARY
- O'KEEFFE WORKING ON WEX CARDS FOR CHIEFS VEHLICES
- 8/10/24 INCIDENT DISCUSSED IN EXECUTIVE SESSION
- PROPOSED 2025 BUDGET: MOTION TO APPROVE PROPOSED BUDGET AS PRESENTED WAS MADE BY REIMANN. MOTION SECONDED BY KNOTT. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.(EXHIBIT H). BUDGET INCLUDED \$5,000 FOR SECRETARY. WESTMAN ADVISED HE HAS NEVER REQUESTED SALARY IN PAST 16 YEARS.
- MOTION TO GO INTO EXECUTIVE SESSION WAS MADE BY O'KEEFFEE AT 7:46PM. MOTION WAS SECONDED BY REIMANN. DISCUSSION WAS HAD ON VRS COMPLAINT REGARDING INCIDENT ON AUGUST 10,2024 , LETTER FROM STEVEN MEEHAN, PARAMEDIC,CAPO,CACO. LETTER WAS DISCUSSED IN EXECUTIVE SESSION. (EXHIBIT C). ALL COMMISSIONERS PRESENT APPROVED THE MOTION.
- MOTION TO GO OUT OF EXECUTIVE SESSION WAS MADE BY O'KEEFFEE AT 7:55PM. MOTION WAS SECONDED BY REIMANN. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.

MEMBERSHIP:

RECEIVED MEMBERSHIP APPLICATION FOR WILLIAM MCKEOWN. MEDIAL CLEARANCE DOCUMENT ATTACHED. WESTMAN MADE MOTION TO ACCEPT NEW MEMBER. REIMANN SECONDED MOTION. ALL COMMISSIONERS PRESENT APPROVED THE MOTION.

CLOSING:

A MOTION TO APPROVE THE AUGUST 7 2024,MEETING MINUTES WAS MADE BY KNOTT AND WAS SECONDED BY O'KEEFFE. 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. REGULAR MEETING ENDED AT 7:56 PM.

NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON OCTOBER 16, 2024 AT 6:30 PM, ALONG WITH BUDGET HEARING WHICH STARTS 6:00pm. WORKSHOP MEETING'S MAY BE HELD INTERMITINGLY ON EACH WEDNESDAY THROUGHOUT THE YEAR.

RESPECTIVELY SUBMITTED BY SECRETARY
JAKOB WESTMAN