

Port Ewen Fire Commissioners Meeting

Date: July 3rd, 2023

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

<u>X</u> 5yr Scott Sammons	___ Chief Clark R. Mains	Floor:
___ 4yr Roger Boughton	<u>X</u> Asst. Roger Brandt	<u>B. Emberson</u>
<u>X</u> Appt. A.E. Stokes	___ Asst. Mike Lange	<u>D. Doyle</u>
___ 2yr William McNamara	___ Asst. Joseph Mains	<u>L. Shultis</u>
<u>X</u> 1yr David Brechter		_____
<u>X</u> Sec'y Mike Dauner		_____
___ Treas. Wendy Trojak		_____

Meeting was called to order by: Chairman Sammons at 19:30 hours.

Minutes: Additions/Corrections to the previous month's meeting(s): None. Motion to accept minutes was made by Commissioner Stokes 2nd by Commissioner Brechter. 3ok motion carried.

Treasurer's Report: Treasurer's report read by Secretary Dauner. Motion to accept Treasurer's report was made by Commissioner Brechter 2nd by Commissioner Stokes. 3ok motion carried.

District Vouchers were presented and were audited by the Commissioners in attendance.

1. Treasurer Trojak advised she may not be back in time for the August meeting. Secretary and Treasurer have been in contact and things are working well.
2. Treasurer transferred money from general fund into new tax cap account reflecting money over 2% tax cap in 2023 budget.
3. The Annual Financial Update Document for 2022 was received from the Auditor. The Secretary and Treasurer received a late notice from the state and it was after they spoke with the Auditor it was filed however it is complete and Auditor stated they would speak with Comptroller's Office if any issues.
4. The 2022 District Audit was completed by the auditor and presented to the board. Secretary Dauner stated that when he spoke with Travis Rask from Gagnon & Associates, it was stated that a note was need to be made on the audit that the Bond Anticipation Note taken out in 2022 was going to impact figures on the general fund showing the district overspent. The Secretary advised the auditor that the BAN was taken out in 2022, deposited into a reserve account for the firehouse project at which time the BAN was paid off in 2023 with the Bond which was received. Money never was placed into the General Fund. He stated that Travis understood the matter and was going to advise Dave Gagnon on the matter. Secretary did not expect any changes to the audit as it was presented to the board for this evening. After discussion, **a motion was made by Commissioner Sammons, 2nd Commissioner Stokes to accept the 2022 Fire District Audit as presented. 3ok motion carried.**

Secretary and Treasurer are requesting the board consider submitting Request for Proposals for auditing services. More to follow on the matter.

Correspondence/Communications:

Secretary Dauner:

1. James Alecca submitted his letter of intent to run for five-year term of Fire Commissioner on the 2023 Commissioner Election.
2. Electrical Inspection was received for the RYCOR unit installed at Sta #1.
3. Commissioner Training certificate received from Allen E. Stokes.

Unfinished Business:

Commissioner Brechter:

1. Revisions have been made to the Rules & Regulations manual for the Headquarters Hall and Commissioner Brechter will type up the changes and present to the board next month for approval.

Commissioner Stokes:

1. Lowe Plumbing will be here August 10th to address heating issues in Sta #2.
2. Commissioner Stokes will reach out to a roofer for second quote on Sta #1 and Headquarters roof repairs. Upon discussion, **a motion was made by Commissioner Sammons, 2nd Commissioner Brechter to accept the lowest responsible quote for Sta #1 and Headquarters roof repairs. 3ok motion carried.**

Commissioner Sammons:

1. Trim was painted on Headquarters kitchen outside door, lattice was repaired on deck, and vines were removed from the kitchen side of the Headquarters building.

Secretary Dauner:

1. Secretary Dauner spoke with the Town Supervisor regarding the proposed stormwater easement and provided the proposed easement as well as a plan of the location of the stormwater retention pond. He is awaiting a date for a meeting to discuss the proposal.
2. The design phase of the firehouse project is complete and the legal notice will be in Thursday's paper for the Bid Notice. Bids will be received thru August 22nd and opened that day. At that time Delaware Engineering will review the bids and have a recommendation to award at the September Commissioner Meeting. The bid will reflect bid alternates for the underground stormwater and the retention pond utilizing the easement as well as with and without the Sanford wing. Bid specs as well as the full set of prints have been received and are available for review. Secretary Dauner spoke with the Bond Counsel as to the district's options for raising monies for the project if there are any cost overruns which are anticipated at this time due to the cost of materials etc. since the project approval. The Bond counsel stated that the board would have to go to the voters with a referendum for paying for the cost of the project over the \$6.5 million pre-approved regardless of whether the money is utilized from the sale of the buildings. Secretary recommended that the board make a decision once the bids are received on how

to proceed with a referendum to sell buildings and plan for any cost overruns so a vote can be held in the fall. Secretary stated he spoke with the Bond Counsel regarding the timing of paying the bond payment come February 2024 as it is necessary to do so prior to 2024 tax check being received. Secretary stated the Bond Counsel can draft a simple resolution to take out a tax anticipation note should the board wish to do so. Board requested the Secretary proceed. Discussion occurred on future budgeting for the bond payment and scheduling it.

New Business:

1. None

Chief's Report:

1. Permission to have a piece of apparatus attend the UCVFA Parade on July 29th. **A motion was made by Commissioner Stokes, 2nd Commissioner Brechter for a piece of apparatus to attend the UCVFA Parade July 29th. 3ok motion carried.**

From the Floor:

Roger Brandt:

1. Still waiting for a quote from Dell for replacement of Chief's computer.

Motion to adjourn made at 20:05 by Commissioner Brechter, 2nd by Commissioner Stokes. 3ok Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. Electrical Inspection on RYCOR Sta #1 unit
3. 2022 Annual Financial Update Document
4. 2022 Fire District Audit