

## Port Ewen Fire Commissioners Meeting

Date: October 1<sup>st</sup>, 2024

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

X 5yr Michelle Spinnenweber

X 4yr Scott Sammons

    3yr Roger Boughton

X 2yr Shannon Harris

X 1yr William McNamara

X Sec'y Mike Dauner

X Treas. Wendy Trojak

X Chief Clark R. Mains

X Asst. Mike Lange

    Asst. Joseph Mains

X Asst. Frank White Jr.

Pledge to the Flag

Meeting was called to order by: Commissioner Sammons at 20:00 hours.

**Minutes:** Additions/Corrections to the previous month's meeting(s): None. Motion to accept minutes was made by Commissioner Harris 2<sup>nd</sup> by Commissioner Spinnenweber. 4ok motion carried.

**Treasurer's Report** – Treasurer's report read by Treasurer Trojak. Motion to accept Treasurer's report was made by Commissioner Harris, 2<sup>nd</sup> Commissioner McNamara. 4ok motion carried.

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

- Tax Cap Paperwork has been filed.
- Treasurer will be at the AFDSNY Conference from 10/20 – 24/2024
- Treasurer Trojak asked the board to consider starting the meeting earlier in 2025.
- VFIS sent a credit of \$465.00 for the removal of the 1992 Beck Engine from insurance. It will be applied to future bills.
- Treasurer received paperwork from Assistant Chief Lange for rebate of \$25.00 ea. on 12 pagers.
- Treasurer Trojak stated she did not provide a Budget vs. Actual at this meeting as she still needed to complete budget transfers and she will have the most up to date list for the budget hearing.
- The TAN resolution paperwork will be sent to Bank of Greene County to prepare the TAN for the new year.
- Sam's Club and Spectrum are still adding sales tax and she will speak to them about it. Commissioner Spinnenweber asked that when the credit card for Lowe's is used it be specified that we are tax exempt so tax is not applied.

## **Correspondence/Communications:**

Commissioner Sammons:

1. Received correspondence from Delaware Engineering on the roadway project.

Commissioner Spinnenweber:

1. Received a quote from ACE Land Surveying for firehouse site survey work. It will be addressed under unfinished business.

Commissioner Harris:

1. Commissioner Harris received a phone call from a resident of St. Joseph Blvd. who represents the Ancient Order of Hibernians. The AOH is inquiring when the district may be selling the Headquarters property as they are interested in purchasing and she stated that she would advise the board. Commissioner Sammons mentioned the sale of the properties was voted down with the last bond so at this time unless the property sale is re addressed for a vote no action can be taken. She wanted it known there is interest in the purchase of the existing buildings so the board should look into a timeline of when it could be put out there.

Secretary Dauner:

1. Received a survey from Heidecker Land Survey to be addressed under unfinished business.
2. Two applications for firefighter appointment were received from the Department and will be addressed under new business.
3. HOODZ sent a copy of the service /inspection report for the Headquarters Hood unit in the kitchen.
4. A copy of Jack Spinnenweber's inspection report for the roadway construction was received.
5. Allen E. Stokes made a request to use the Headquarters Hall and will be addressed under hall rentals.
6. Chief Mains provided a quarterly points tabulation to the board.
7. James Alecca submitted a letter rescinding his letter to be placed on the Commissioner ballot at the upcoming election.

## **Unfinished Business:**

Commissioner Sammons:

1. Asked Jack Spinnenweber to give his report on the firehouse road project. Jack gave his report at this time and addressed with the board several deficiencies, rock in the grass needs to be removed and ruts cleared by the roadway, and engineering issues for the boards knowledge relating to the drainage for the roadway. Jack stated that drainage as built prevents the district from receiving fill for the area. Ablen Amrod of Delaware Engineering stated it was a temporary drain until the full underwater stormwater could be constructed for the building. If fill was brought in a SWIPP would have to be applied for and the fill would then have to be moved at construction to build stormwater. Jack

offered to supply material to block off the roadway so it is not used if the board desires. Ablen Amrod of Delaware Engineering was present to discuss the project and issues the board had with bills. Ablen advised some of contingency in the project was not used and is available. Commissioner Spinnenweber addressed two bills for Advance Testing that were submitted and Ablen stated the first bill was submitted when the company responded and the fill was not available for testing, the second time they came out was when the soil was tested. Discussion took place on those bills as well as questions pertaining to \$13,000.00 in bills for John Ernst performing work on project. Commissioner Spinnenweber addressed several line items for work which were for the same work. Ablen asked that questions on disputed bills be given to him so he can go back and look at his paperwork to give the board an answer. Commissioner Spinnenweber addressed the issue of the Roehrs bills and after review Ablen stated the second bill was not the correct bill and he addressed the corrected bill in amount of \$58,859.10 which he had provided the board. Secretary Dauner stated he had addressed before meeting the need to clarify the second bill before mailing when Ablen came to the meeting tonight, the correct bill will be sent out later. Ablen stated the bills authorized to pay was 1<sup>st</sup> payment in amount of \$93,831.50 and 2<sup>nd</sup> bill in amount of \$58,859.50. First bill was authorized at the meeting and 2<sup>nd</sup> bill voucher and check will be prepared for October 15<sup>th</sup> meeting. Ablen cautioned that if any work is done in front of the swale you do not want to divert water. Commissioner Sammons inquired whether there were any more questions and Commissioner Spinnenweber stated she will address questions with two bills in an email and forward to Delaware Engineering and CC Scott. Commissioner Sammons stated that Secretary Dauner has been working on drafting an RFP for the firehouse project, Secretary Dauner and Commissioner Sammons will follow up with the attorney on the delay. At some point a revote will need to be put forward for selling the building s and possibly relocating meetings during construction if necessary.

Commissioner Harris:

1. Commissioner Harris gave an update on the DASNY and Shrestha grants. Choice Words is anticipating to complete the Shrestha grant paperwork next week so it can be submitted. She will continue to update the board as to the progress.

Commissioner Sammons:

1. Commissioner Sammons addressed the LOSAP Administrator position opening. LOSAP Tabulator Clark Mains is willing to take over the duties of LOSAP Administrator and the district's attorney as well as the state authorizes this in conjunction with his role of Chief. The County Personnel Department stated he can take on the role and gave the Secretary guidance on how to submit paperwork, the position would then become an employee position and not a 1099. Discussion was held on the LOSAP attorney to retain and Commissioner Spinnenweber asked whether Pinsky would handle. Chief Mains stated that would be the boards discretion and Treasurer Trojak stated that Pinsky is very expensive. It was mentioned there are several other very competent attorneys out there but that Hannigan handles now and he is reputable, it makes sense him continuing unless there is an issue. It was discussed that Secretary Dauner would take over more of the clerical work regarding benefits, yearly statements, and related duties and that the current LOSAP Administrator pay be split between Tabulator Mains and Secretary Dauner. After discussion, **a motion was made by Commissioner Harris, 2<sup>nd</sup> Commissioner**

**McNamara to appoint Clark R. Mains LOSAP Administrator for 2025 with salary of \$4,875.00. 4ok motion carried.**

Commissioner Spinnenweber requested a copy of the district inventory from Chief Mains.

Secretary Dauner:

1. Secretary Dauner spoke with last years Board of Electors and all are willing to serve this year and would also be willing to work extended hours 3:00pm to 9:00pm. With talking to the district's attorney and the salary for tellers is now authorized to go up to \$100.00. Upon speaking with the Board of Electors, it is the Secretary's recommendation that each member of the Board of Electors be paid \$100.00 for the December Commissioner Election and that dinner be provided for them as they will have to work thru dinner. Discussion was held on alternates should a person not be available to serve at a later date. **A motion was made by Commissioner Harris, 2<sup>nd</sup> Commissioner Spinnenweber to appoint the Board of Electors for the December 10<sup>th</sup>, 2024 Commissioner Election as follows: Chairperson Jule Dauner, Inspectors James Langan and Jeanne Sammons, and Ballot Clerks Jan Miller and Mary Rios to each be paid \$100.00. Hours for the election shall be set from 3:00pm to 9:00pm. 4ok motion carried.** The board was in favor of providing dinner to the Board of Electors. Secretary Dauner stated he spoke with Attorney Hannigan regarding Absentee Ballots. Attorney Hannigan stated to his no knowledge there are no districts within the state which provide absentee ballots due to the complexity, work load and expense. The Secretary stated that the state only allows absentee ballots to be used for commissioner elections and nothing else so a referendum would not allow them to be used. After discussion the board did not wish to pursue action on the matter of absentee ballots.

**New Business:**

Commissioner Sammons:

1. Secretary Dauner provided the board with applications submitted by the department for appointment of members as probationary firefighters. **A motion was made by Commissioner Sammons, 2<sup>nd</sup> Commissioner Spinnenweber to appoint Joe Prout as a probationary firefighter. A motion was made by Commissioner Spinnenweber, 2<sup>nd</sup> Commissioner Harris to appoint Corey Montperious as a probationary firefighter. 5ok motion carried.**

Commissioner Spinnenweber:

1. Need to have copies of all submittals for road project to be placed on file. Commissioner Sammons will reach out to Ablen Amrod of Delaware Engineering.
2. Addressed Frank Banks contract and whether it will need to be amended as there is more grass to cut on firehouse site. Secretary Dauner will speak with Frank tomorrow and report back to the board.

Secretary Dauner:

1. Addressed the 2025 Banquet. He has spoken to Novella's and wishes to host again there on January 25<sup>th</sup>, 2025. He will speak to the Department tomorrow and ask if they are

willing to have it again at Novella's. Secretary asked if the board was in favor of the location and if so he will secure with a deposit. The board had no objection.

Commissioner Spinnenweber addressed the survey of the firehouse property and whether it can be done now or wait. Secretary Dauner stated the survey is required by the seller as well as the Planning Board. He will speak with the attorney and Building Department and confirm whether it can be held off until the entire project is completed.

Commissioner Harris had to leave the meeting at this time. Moving forward all motions reflect four commissioners'.

**Permission for Headquarters Hall Usage:**

1. Allen E. Stokes requested use of Headquarters Hall on January 4<sup>th</sup>, 2025 for a party. There was no objection from the board.

**Chief's Report:**

1. Sutphen was here today for ladder repairs and fix what was needed.
2. Gold leaf contractor will be looking at the apparatus soon.
3. Tiano Electric is willing to perform the compressor work if there is no objection from the board. Board agreed to proceed with work by Tiano Electric.
4. Dedication of new Engine 1 went well and Bob and his family were pleased. 70-75 people attended. Chief Mains thanked the board for providing the refreshments.

**Public Comment:**

Jack Spinnenweber:

- Thanked Chief Mains for his work on the dedication for Engine 1.

Motion to adjourn made at 21:19 by Commissioner Spinnenweber, 2<sup>nd</sup> Commissioner McNamara. 4ok motion carried.

Respectfully Submitted,

Mike Dauner  
District Secretary

Attachments:

1. Treasurer Report
2. HOODZ Annual Inspection Report on Headquarters Hood Unit
3. Firehouse Site Survey Proposals

4. LOSAP Quarterly Tabulation Report 09302024
5. Firehouse Roadway Construction final report from Jack Spinnenweber and Change Orders Delaware Engineering 09302024
6. Request from James Alecca to rescind his name from being on ballot for Annual Commissioner Election 09122024
7. Allen E. Stokes request to use Headquarters Hall 01042025