

**PLEASANT VALLEY FIRE DISTRICT
REORGANIZATIONAL MEETING
JANUARY 1, 2025
10:00 AM**

Present:

Commissioner Albrecht	X	Commissioner Cady	X	Treasurer Sauer	X	Asst Chief Luby	X
Commissioner Johnson	X	Commissioner Lawlor	X	Chief Cronk	X	MTO Murphy	X
Commissioner Geerlings	x	Secretary Broas	X	Asst Chief Broas	X		X

Call to order: by Secretary Broas at 10:02am with a pledge to the flag.

Communications:

None

Nominations and Elections of Chairman/Deputy Chairman:

- Motion to Nominate C/JA Chairman of the Board for 2025 by C/WG, 2nd by C/JC and all were in favor.
- Motion to Elect C/JA Chairman of the Board for 2025 by C/WG, 2nd by C/ML and all were in favor.
- Secretary turns meeting over to the Chairman Albrecht.
- Motion to Nominate C/WG Deputy Chairman of the Board for 2025 by C/JC, 2nd by C/EJ all were in favor.
- Motion to Elect C/WG Deputy Chairman of the Board for 2025 by C/JC, 2nd by C/ML and all were in favor.

Appointment of Employees and Set Salaries:

- Motion: appoint **Jennifer Broas** as Secretary and set yearly salary at \$22,644 by C/JC 2nd C/WG and all were in favor.
- Motion: appoint **Wayne Sauer** as Treasurer and set yearly salary at \$20,400 by C/WG, 2nd C/EJ and all were in favor.
- Motion: appoint **Jennifer Broas** as Data Entry Clerk and set yearly salary at \$5,000 by C/WG, 2nd by C/JC and all were in favor.
- Motion: appoint **John Harmuth** as Director of Purchasing and set yearly salary at \$22.00/hr by C/WG, 2nd C/EJ and all were in favor.

Appoint Fire District Legal Counsel:

- Motion to appoint **Hannigan Law Fire PLLC** as legal counsel for the Pleasant Valley Fire District by C/ML, 2nd C/JC and all were in favor.
- Motion to appoint **Roemer Wallens Gold & Mineaux LLP** as Civil Service counsel for the Pleasant Valley Fire District by C/ML, 2nd C/JC and all were in favor.

Appoint Medical Director:

- Motion to appoint **TEK Medical** as the Medical Director for the Pleasant Valley Fire District by C/ML, 2nd C/WG and all were in favor.

Designate Non-Employee Janitorial Cleaning Services for Fire Districts:

- Motion to designate All Valley Cleaners as the non-employee cleaning service for the Pleasant Valley Fire District by C/WG, 2nd C/JC all were in favor.

Designate Official Financial Institutions:

- Motion to appoint following as official depositories for the Fire District by C/EJ, 2nd C/WG
 - M&T Bank and New York Class

Designate Official Newspaper(s)/Media for Publications of Legal Notices:

- Motion to designate the Southern Dutchess News as the official newspaper (s) for the Fire District and the Fire District website (www.pvfdny.org) for publications of mandatory legal notices by C/ML, 2nd C/JC and all were in favor.
- Designate at least one “Public Location” to be used for the posting of Open Meetings Law Notices...Front door of the main foyer.

Designate Official Meeting Dates/Times for Board of Fire Commissioners Meetings:

- Motion to designate Board of Fire Commissioners regular meeting dates/times to be on the Second Tuesday of each month at 7:00 pm by C/JC, 2nd C/WG and all were in favor.
- Motion to designate the district’s 2026 budget preparation meeting to be on the third Wednesday of September (9/17/25) at 7:00 pm by C/WG, 2nd C/EJ and all were in favor.
- Motion to designate the date/time of the 2025 Budget Public Hearing/Special Meeting to be on the third Wednesday in October (10/22/25), as required by law, at 7:00 pm by C/JC, 2nd C/WG and all were in favor.
- Motion to designate the 2025 Monthly workshops to be held on the last Thursday of each month, except for the month of November and December when the 3rd Wednesday will be the monthly workshop. Workshops will be held at 7:00 pm by C/WG, 2nd C/ML and all were in favor. The 3rd Wednesday of each month will be a workshop if it is needed.

Approve Membership in Fire Service Organizations:

- Motion to approve membership(s) in the following organizations and payment of dues to same by C/WG, 2nd C/JC and all were in favor.
 - **Association of Fire Districts – State of NY (AFDSNY)**

- **NYS Association of Fire Chiefs (NYSAFC)**
- **Association of Fire Districts – Dutchess County**
- **Volunteer Firemen’s Association – Dutchess County**
- **NFPA**
- **Fireman’s Association of the State of New York.**
- **International Association of Fire Chiefs**
- **Dutchess County Chief Council**
- **EMS Council – Dutchess County**
- **NYS Fire Chaplains**
- **NYS EMS Council**
- **Capital District Fire Association**
- **Safety Officer Assoc.**

Annual Review of Policies:

- Review Fire District’s Organizational Statement
- Motion to approve Fire District’s Organizational Statement (w/wo changes) by C/JA 2nd C/JC and all were in favor.
- Review of the Fire District’s Procurement Policy. (Note: Legislation requires that individuals authorized to expend District funds be specifically named in the policy).
- Motion to approve Fire District’s Procurement Policy (as amended) by C/WG, 2nd C/JA and all were in favor. With a change to the state contract and only needing 1 bid if you are purchasing off state contract.

Authorize signatories for Fire District’s Financial Accounts:

- Motion to authorize James Albrecht, Eileen Johnson, William Geerlings, Melissa Lawlor, Jeffrey Cady and Wayne Sauer as authorized signatories for Fire District’s financial accounts and adopt required resolution (#2025-001) indicating same by C/JA, 2nd C/WG and all were in favor.

Authorize in advance the Use of Fire District Equipment and Apparatus for use at parades, wakes, fire prevention details, and other events upon approval of the Chief or his or her designee.

Acknowledge that the district has Obtained Enhanced Cancer Disability Benefits Required under General Municipal Law §205-cc by Either the Procurement of an Approved Insurance Policy or by Showing Proof in writing that the District Agrees to Fund All Eligible Claims Through Revenues.

Designate Firefighting Force for Fire Districts: Pleasant Valley Fire District, Board of Fire Commissioners authorizes the Pleasant Valley Fire Co #1, Salt Point Fire Co. Inc. as the fire fighting and emergency services forces in the district. Motion by C/WG and 2nd by C/JC to accept the Firefighting force and all were in favor.

Motion to adopt list of Per Diem Firefighters for 2025 by C/JC, 2nd C/WG and all were in favor.

- Ron Holder
- Trevor Simoni
- Corey Owen
- Bill Marshall
- Scott Freeman
- Ken Garon
- Frank LaCalamita
- Chris Calamari

Motion to designate the following as the annual Firefighter Emergency Escape-Self Rescue (Bailout) Training Instructors for 2025 by C/WG, 2nd by C/JC and all were in favor.

- Tom Murphy – Lead Instructor
- John Cronk - Lead Instructor
- Ryan Schmelz
- Chris Calamari
- Bill Marshall
- Mike Cosenza
- Chris Burke – Lead Instructor

Approve Designated Fund-Raising Events of the Fire Companies as VFBL activities per General Municipal Law §. Official lists to be approved in January regular meeting

Adopt 2025 Per Diem and Mileage Reimbursement Rates:

- Motion to adopt GSA per diem rates as per Federal guidelines and mileage reimbursement rate for 2025 as per IRS Guidelines by C/WG, 2nd C/ML and all were in favor. (2025 business mileage rate set by IRS is \$.70 (seventy cents) per mile.

Assignment of Commissioners' Responsibilities by Chairman:

- Insurance C/WG, C/EJ
- Apparatus C/JC
- Equipment C/JA
- LOSAP C/JA and C/WG
- Building and Grounds currently Station 1 C/WG and Station 2 C/JC
- Policies C/EJ and C/ML
- Law Committee C/JA, C/ML S/JB
- Pleasant Valley Fire Co #1 C/WG
- Salt Point Fire Co C/JC
- Pleasant Valley EMS Division C/ML
- Auxiliaries C/EJ, C/JC
- Career Staff C/WG and C/ML
- Town of Pleasant Valley C/ML

- Chief Staff C/JA
- Fire Advisory DC/JC, C/JC and Ken Luby and John Hopper as alternate
- Election Inspectors Beth Rickett, Joyce Brower, Marilyn Kirchner, Bea Simoni, Tom Murphy will be the chairman of the election inspectors.
- FOIL Request S/JB
- Civil Service C/ML, S/JB
- Uniforms C/WG
- Website and Computers C/WG
- Medical C/ML, S/JB

Authorization for Payment of Recurring Bills:

- Motion to authorize treasurer to pay telephone, credit card, gas, electric, trash removal, dues, approved salaries and other monthly recurring obligations by C/WG, 2nd C/EJ and all were in favor.

Declaration of Surplus Equipment:

- Motion to declare items as surplus equipment having no value as submitted on deleted inventory forms during 2025 by C/JA, 2nd C/WG and all were in favor.

Adopt MU-1 (as modified) as the Records Retention Policy for the District by C/WG, 2nd C/JC and all were in favor.

Adopt all of the following service contracts for the year 2025

- Taylor Oil (Salt Point)
- American Fire & Water
- MES Scott SCBA Service & Hurst Tool Service
- MES Breathing Air Compressor Service
- ARCO Fire Protection
- Superior Telephone Systems
- TEK Medical Services
- Domain Name (PVFDNY.org) District Web page through I-Power and Firehouse Solutions
- Royal Carting
- Thyssenkrupp Elevator
- Hudson Valley Overhead Doors
- Alternative Security
- Fire Rescue Solutions
- Chief 360
- RedNMx
- Reliant Hose Testing
- Sutphen Aerial Service
- Minstras for Aerial Testing
- H.O. Penn
- Bell Copiers
- ESO
- Craig Roberts IT Consulting
- Cryo Weld
- American Fire & Water

Motion by C/WG, 2nd by C/JA and all were in favor

A motion was made by C/EJ to appoint Tim Albrecht in charge of light vehicle maintenance, Garrison Fire and Rescue to oversee Chassis, Apparatus and Pump Service, H.O Penn for Generator Service, and DelHatt for Apparatus Inspections 2nd by C/WG; C/Albrecht was present for voting.

A motion was made by C/EJ that Walter John Cronk be appointed to the position of Chief of the District for a one-year term to commence on January 1, 2025, and expire upon successful appointment of a successor. Seconded by C/WG

- Vote: Commissioner Albrecht - aye
- Vote: Commissioner Johnson -aye
- Vote: Commissioner Cady – aye
- Vote: Commissioner Geerlings - aye
- Vote: Commissioner Lawlor - aye
- Result appointed

A motion was made by C/JA Raymond Broas to be appointed to the position of 1st Assistant Chief for a one-year term to commence on January 1, 2025, and expire upon successful appointment of a successor. Seconded by C/JC

- Vote: Commissioner Albrecht - aye
- Vote: Commissioner Johnson - aye
- Vote: Commissioner Cady - aye
- Vote: Commissioner Geerlings - aye
- Vote: Commissioner Lawlor - aye
- Result appointed

A motion was made by C/ML that Mark Luby be appointed to the position of 2nd Assistant Chief for a one-year term to commence on January 1, 2025, and expire upon successful appointment of a successor. Seconded by C/EJ

- Vote: Commissioner Albrecht - aye
- Vote: Commissioner Johnson - aye
- Vote: Commissioner Cady - aye
- Vote: Commissioner Geerlings - aye
- Vote: Commissioner Lawlor – aye
- Result appointed

Choose date for District Elections: December 4TH will be District chief elections with a snow date of December 11th District Grievances will be December 1ST at 1830 hours and a snow date will be December 2ND at 1830 hours.

Re-Organizational meeting for 2026 will be January 1st at 10:00 am

Adjournment: Motion to adjourn at 10:41 am by C/ML, 2nd C/WG and all were in favor.