

Special Meeting of the Valhalla Board of Fire Commissioners for January 9, 2008.

The Special End of the Year Meeting (12/31/07) of the Board of Fire Commissioners of the Valhalla Fire District for 2007 was convened by Commissioner Hoffarth at 7:30pm.

In attendance were: Comrs. Buonassisi, Deegan, Hoffarth, McCarthy, Nicoletti, Chief King, Financial Consultant Butler, and Secretary-Treasurer Ciancio.

Pledge to the Flag and a moment of silence was held for fallen fireman and military personnel.

It was moved on a motion made by Comrs. Deegan/McCarthy to accept as read the Treasurer's report, that bills submitted for payment be approved and transfers executed.
MC.

FINANCIAL REPORT:

Balance Forward	\$ 3,909.22
Deposits	\$15,008.87
Vouchers	<u>\$ 7,870.54</u>
Closing Balance	\$11,047.55

STATUS OF ACCOUNTS:

Regular Checking	\$ 11,047.55
Fire District Money Market	\$102,555.66
Capital Reserve Money Market	\$716,594.59
Building Reserve Money Market	\$ 88,671.82
Repair Reserve Money Market	<u>\$ 33,166.79</u>
TOTAL	\$952,036.41

CHECKS:

4843	Anthony Impelluso	\$ 15.00
4844	Verizon	\$ 77.11
4845	Verizon Wireless	\$ 121.29
4846	AAA Emergency	\$ 288.00
4847	Hawthorne Fire District	\$1,725.52
4848	Charles Stotz, Inc.	\$ 124.29
4849	Xerox Corporation	\$ 199.65
4850	Staples Credit Plan	\$ 82.99
4851	Berger Hardware	\$ 63.72
4852	Con Edison	\$ 574.71
4853	Comptroller	\$ 285.13
4854	The Journal News	\$ 58.52
4855	Hummel & Butler, CPAs	\$ 455.00

4856	Dean A. Huszar	\$ 125.00
4857	Verizon	\$ 29.67
4858	Kevin Nethercott	\$ 538.95
4859	Jeff Studer	\$ 130.00
4860	Nextel Communications	\$ 321.29
4861	Eric Lester	\$ 350.00
4862	Cablevision	\$ 29.95
4863	Anthony Ciancio	\$ 24.25
4864	Daniel Lester	\$ 350.00
4865	North Star Medical Group	\$1,587.00
4866	US Treasury	<u>\$ 313.50</u>
	TOTAL	<u>\$7,870.54</u>

It was moved on a motion made by Comrs. Nicoletti/McCarthy to accept the projects as presented for 2008 as follows: Scott Testing \$5,500.00; Hose \$12,000.00; Pagers (30) \$11,000.00; Gear \$12,000.00; Security System \$7,500.00; Overhangs \$5,500; Pump \$8,500.00; Boat \$4,000.00; Radios \$2,198.35 for a total of \$68,198.35. MC.

Be it resolved that whereas, the Board of Fire Commissioners of the Valhalla Fire District at its Special End of Year meeting held on January 9, 2008, authorizes the Treasurer of the Valhalla Fire District to transfer the amount of \$68,198.35 from the balance of the 2007 General Fund to the Capital Reserve Account. This motion was made by Commissioners Hoffarth, seconded by Commissioner Nicolietti, with the following Commissioners voting in the affirmative: Buonassisi, Hoffarth, Deegan, Nicoletti, and McCarthy.

It was moved on a motion made by Comrs. Buonassisi/Nicoletti that the Special End of Year Meeting be adjourned at 7:55pm.

Respectfully submitted,

Kristen M. Ciancio
Secretary-Treasurer

Organizational Meeting of the Valhalla Board of Fire Commissioners for
January 9, 2008

The Organizational meeting of the Board of Fire Commissioners of the Valhalla Fire District for 2008 was held on January 9, 2008 and convened by District Secretary-Treasurer Ciancio at 7:55pm. District Secretary-Treasurer Ciancio administered the Oath of Office to Comr. Deegan. It was moved on a motion made by Comr. McCarthy/Nicoletti that Comr. Deegan serve as Chairman. MC. It was moved on a motion made by Comr. McCarthy/Buonassisi that Comr. Nicoletti serve as Vice-Chairman. MC.

It was moved on a motion made by Comrs. Nicoletti/McCarthy to appoint Kristen M. Ciancio District Secretary-Treasurer for 2008 at an annual salary of \$7,200. MC. Chairman Deegan administered the Oath of Office to Secretary-Treasurer of the Valhalla Fire District Kristen M. Ciancio.

It was moved on a motion made by Comrs. Buonassisi/Nicoletti to appoint Anthony Matranga Deputy Secretary-Treasurer for 2008 at no compensation. MC.

It was moved on a motion made by Comrs. McCarthy/Buonassisi that William N. Young, Jr. of the law firm Wein, Young, Fenton & Kelsey, PC., represent the Valhalla Fire District for 2008 at an annual retainer of \$1,500.00 and an hourly rate of \$175.00 and \$50.00 per hour for all travel time. MC.

It was moved on a motion made by Comrs. McCarthy/Buonassisi that The Journal News be designated the official newspaper of the Valhalla Fire District. MC.

It was moved on a motion made by Comrs. Buonassisi/Nicoletti that JP Morgan Chase and Hudson Valley Bank be the depository of bank accounts of the Valhalla Fire District. MC.

It was moved on a motion made by Comrs. Buonassisi/Nicoletti that the Valhalla Fire District continue membership with the NYS Association of Fire Districts, Association of Fire Districts – Westchester County, NYS Association of Fire Chiefs, Mt. Pleasant Chief's Association and the National Fire Protection Association. MC.

It was moved on a motion made by Comrs. McCarthy/Nicoletti that North Star Medical Group be designated as the District's Department physician and health care facility. MC.

It was moved on a motion made by Comrs. McCarthy/Nicoletti to appoint O'Connor Davies Munns & Dobbins, LLP to be the auditors for the Valhalla Fire District General Fund and the Service Award for the year 2008 per the retainer agreement that has already been approved. MC.

It was moved on a motion made by Comrs. Nicoletti/Buonassisi to appoint Hummel & Butler, CPAs as financial consultant for the year 2008 per their engagement letter. MC.

It was moved on a motion made by Comrs. McCarthy/Buonassisi for Secretary-Treasurer Ciancio to file the New York State Report with the State Comptroller no later than February 28, 2008. MC.

Following the recommendation of Chief King, it was moved on a motion made by Comrs. Buonassisi/Nicoletti to appoint Anthony Ciancio, Jr and Stephen Burke, Safety Officers for 2008. MC.

It was moved on a motion made by Comrs. McCarthy/Nicoletti that the regular monthly meeting of the Board of Fire Commissioners take place on the second Wednesday of each month at seven-thirty pm at 330 Columbus Avenue. MC.

It was determined by Chairman Deegan that the assignment of the various committees of the District remain the same for now until new assignments are made. MC.

It was moved on a motion made by Comrs. McCarthy/Deegan to accept the Chief's Report for the year 2007 as read. MC. Activity Report for the year 2007: 430 alarms for 7,887 man hours; 50 dept. drills for 1,893 man hours; 94 company drills for 1,777 man hours; 26 meetings for 1,723 man hours; 69 trainings for 719 man hours; 85 misc. for man hours; 9 standbys for 717 man hours. TOTAL 15,956 man hours. MC.

With no other business to come before the Board, it was moved on a motion made by Comrs. Hoffarth/McCarthy that the Organizational Meeting be adjourned at 8:05pm. MC.

Respectfully submitted,

Kristen M. Ciancio
District Secretary-Treasurer

The Regular Monthly Meeting of the Board of Fire Commissioners for January 9, 2008

The regular monthly meeting of the Board of Fire Commissioners for January 9, 2008 was convened by Chairman Deegan at 8:05pm.

In attendance were Comrs. Buonassisi, Deegan, Hoffarth, McCarthy, and Nicoletti, Chief King, Financial Consultant Butler, and Secretary-Treasurer Ciancio.

It was moved on a motion made by Comrs. McCarthy/Nicoliett to accept the minutes of the regular monthly meeting of the Board of Fire Commissioners for December 12, 2007 pending the correction of 'halogen lamps' to 'halogen tools and hydrogen lamps'. MC.

Correspondence: 1) A letter from Chief Michael Eannazzo of the Elmsford Fire Dept. commending the District's FAST Team and his pleasure of working with them during his term as Chief; 2) A letter from Bill Young, Jr. approving, with some observations, the agreement prepared to be sent to Consulting Actuary Nancy Sohn, for the Service Award Program; 3) A letter from Bill Young, Jr. acknowledging the Third Party Custody Agreement between the District and Hudson Valley Bank is appropriate for the District to sign; 4) A letter from Chief Michael Volk of the DES notifying the District of radios which were approved or denied for addition to the new County trunked system; 5) A letter from the Comptroller of the Town of Mt Pleasant, Tina Peretti, to inform the District of a \$80,345.69 certiorari; 6) A letter from Deputy Comr. John DiBlasi of DES informing the District they are renewing the Grasslands contract for 2008 with the District; 7) A letter from Secretary David DiPrinzio of the Independent Fire Co. that members John Bulger and Matthew Rugerford have resigned; 8) A letter from Secretary Charles Groenwegen of Valhalla Fire Co. #1 informing the Board that member Pat Potenza has resigned, pending the return of all equipment.

It was moved on a motion made by Comrs. Nicoletti/Buonassisi to accept as read the Treasurer's Report, the bills submitted for payment be approved, and transfers executed. MC.

FINANCIAL REPORT:

Balance Forward	\$ 11,047.55
Vouchers	<u>\$ 4,674.08</u>
Closing Balance	\$ 6,373.47

STATUS OF ACCOUNTS:

Regular Checking	\$ 6,373.47
Fire District Money Market	\$102,555.66
Capital Reserve Money Market	\$716,594.59
Building Reserve Money Market	\$ 88,671.82
Repair Reserve Money Market	<u>\$ 33,166.79</u>
TOTAL:	\$947,362.33

CHECKS:

4867	Card Member Services	\$ 466.85
4868	AAA Emergency	\$ 76.00
4869	Shell Oil Co.	\$ 182.91
4870	Ruscon Truck Service	\$2,730.49
4871	Exxon/Mobil	\$ 121.83
4872	Jeff Studer	\$ 325.00
4873	North Star Medical	<u>\$ 771.00</u>
	TOTAL:	\$4,674.08

It was moved on a motion made by Comrs. McCarthy/Nicoletti to accept the Chief's Report as read. MC. Activity Report for December 2007: 34 alarms for 401 man hours; 5 dept. drills for 212 man hours; 10 company drills for 145 man hours; 2 meetings for 137 man hours; 2 trainings for 8 man hours; 14 misc. for 286 man hours. TOTAL: 1,189 man hours.

Chief King reported he was informed by the Building Inspector that the developer had permission for the Campbell property to be cleared; both Companies went on Santa visits in December; January 14th the Dept. will be drilling with Hawthorne & Thornwood on the rescue jacks; January 25 – 27 Thornwood has received insurance on a house on Benedict Ave. that prior to it being demolished, Valhalla and Hawthorne were invited to do trainings and drills on; met with Hawthorne and Thornwood Chiefs to plan drills for all depts. together over the next few months – the house on Benedict Ave. will be one of the first drills and possibly an ice rescue drill; March 30th will be a live-burn drill at the WCFTC; members will be attending a seminar in Elmsford in February; the November and December Grasslands activity reports have been completed. Chief King expressed a concern he had with a call on December 17th at Beechwood Hall – the alarm system needs to be updated immediately due to the fact the smoke detectors and sprinklers do not set off the automatic alarm system.

Commissioner Nicoletti asked Chief King the date of the Inspection. Chief King replied it would be a clam bake on Saturday June 7th.

Commissioner Hoffarth suggested to Chief King the District and Valhalla Ambulance should coordinate candy cane distribution and Santa visits to avoid visiting the same areas at the same time or same night.

Commissioner Buonassisi reported progress.

Commissioner Nicoletti reported there were no accidents or injuries.

Commissioner McCarthy reported progress.

Commissioner Hoffarth reported the opinion was received on members terminated from the Department and their status in the Benevolent; requests were given to both Captains for the OSHA and Scott Pak reports; Bill Young reviewed the Custodial Agreement and the contract on the Service Award Administrator; the County approved 6 radios for the new system – Motorola will replace the 12 radios the District ordered in error based on the County specs; Scott Pak testing was completed – 2 need to be fixed; a letter was sent to Comr. Sutton regarding the fire hydrant system on Grasslands; phone calls were received from the legal investigator working on the Romeo Toro case; 2007 Service Award info was distributed to the Captains; notification was received on the renewal of the Grasslands Contract; a certiorari was received from the Town of Mt. Pleasant for over \$80,000, which will be added to our budget in April – it is a combination of the Legionaires of Christ and Reckson Assocs.; a check was received from the Town for \$1,500 as a PILOT repair for the Grasslands UDC housing; all physicals have been completed; the last County check for \$13,500 has been received; the State has been sent the training form for Baltimore; Scott Campbell of Campbell Supply has not responded on setting up a meeting regarding outstanding bills due to their poor service.

Comr. Hoffarth asked Comr. Buonassisi if Ruscon has responded about the Ladder. He has not heard back, but will call them.

Comr. Hoffarth asked Chairman Deegan if the District is on the SunPro System. Chairman Deegan confirmed the District has been on it for 2 years and for now the only piece left to do is for all personnel data to be entered. Once the data is completed, the system will be fully functional.

It was moved on a motion made by Comrs. Nicoletti/McCarthy accepting the resignation of John Bulger and Matthew Rutherford in good standing, with regret. MC.

It was moved on a motion made by McCarthy/Nicoletti to accept the provisions of the Third Party Custody Agreement between the Valhalla Fire District and the Hudson Valley Bank as reviewed by Bill Young, Jr. MC.

It was moved on a motion made by Comrs. Hoffarth/McCarthy to enter into the Grassland Contract with Westchester County for 2008. MC.

Financial Consultant Butler reported the issue with Service Award Administrator Nancy Sohn, was that in the event she made a mistake calculating the Service Award, her insurance policy would only be responsible for payment of her retainer fee and the District would be responsible for the remainder of the mistake. Comr. Hoffarth feels it would be too risky and not be in the District's best interests to enter into a contract with Ms. Sohn. Chairman Deegan agreed and felt it would be best to look into finding another Actuary to take over as Service Award Administrator. Comr. Hoffarth advised the new Actuary would need to be hired before the February monthly meeting because the State Report has to be done by February 28th. Financial Consultant Butler recommended Jerry Heaton from Syracuse based on a conversation he had with Mr. Heaton, and felt comfortable Mr. Heaton could meet the deadline for filing the State Reports.

It was moved on a motion made by Comrs. Buonassisi/Nicoletti to permit use of the meeting room for bus driver school by Stotz's on January 22nd. MC.

It was moved on a motion made by Comrs. McCarthy/Nicoletti to approve the \$125 application fee for Chairman Deegan to attend the required Commissioner Training Course. MC.

Valhalla Fire District will be hosting the County Meeting on January 23rd at District headquarters at 7:30 pm. Dinner will be served at 7:00 pm and Bill Young will be speaking. Comr. McCarthy agreed to cook if he was available, if not, he would get it catered.

Secretary-Treasurer Ciancio reported once November and December Incident Report information was entered, it could be sent to New York State.

Chairman Deegan reported he had reviewed the Independent Fire Co.'s ID cards to ensure they were correct and would have Valhalla Fire Co #1's ID cards in a couple days.

Comr. Hoffarth reported there would be a standardized form created for members to sign off on as proof of documentation for gym membership usage.

Chairman Deegan thanked the Board for their work in running the District in a professional way, especially the amount of time and commitment Comr. Hoffarth puts in.

With no other business to come before the Board of Fire Commissioners, it was moved on a motion made by Comrs. Nicoletti/Hoffarth to adjourn the meeting at 8:45pm. MC.

Respectfully submitted,

Kristen Ciancio
District Secretary-Treasurer