Regular Commissioners’ Meeting

Plattekill Fire District

February 11th, 2025

Time: 7:00 PM

Salute to Flag

Commissioner’s Present:

Commissioner Brian Stafford Naye Commissioner Robert Jackson Aye

Commissioner Jim Hoppenstedt Aye

Commissioner Richard Merrill Aye

Commissioner Patricia Betanzos Aye

Treasurer Cynthia Delgado Aye

Secretary Nancy Papo Aye

Item #1 Public Input: NONE

New Members:

Item#2 Vouchers:

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Robert Jackson made a motion to pay the vouchers. Commissioner Patricia Betanzos seconded the motion.

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

Commissioner Robert Jackson Abstained from signing Haight Fire Equipment

Commissioner Brian Stafford Abstain from J&N Stafford voucher.

Item#3 Meeting Minutes

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Robert Jackson made a motion to accept January 2nd and 14th meeting minutes. Commissioner Richard Merrill seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Robert Jackson made a motion to accept organizational meeting minutes. Commissioner Patricia Betanzos seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

Item#4 Treasurers Report Statements reviewed by Commissioner Robert Jackson

**TREASURERS’ REPORT FEBRUARY 11, 2025**

General Fund - $235,851.37

Petty Cash - $ 241.00

Vehicle Reserve - $11,817.14

Land & Building - $40,886.60

A deposit of $118,394.70 was made. This was the tax check from the Town of Newburgh.

Voucher #24-529 – 24-532 in the amount of $8,822.20 are presented for payment.

Voucher #25 – 16 – 25- 66 in the amount of $41,878.15 are presented for payment.

Hemlock Ridge state rep contacted us for itemized bills for fire they are reviewing all bills won’t be till after April.

2025 quick books 49:00 a month 2 users Cindy and accountants have access.

Payment has to go for Pinsky Law conference prior to next meeting.

Haight bill for 1799.00 for helmet

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Jim Hoppenstedt made a motion to pay haight. Commissioner Patricia Betanzos seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Abstain

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Jim Hoppenstedt made a motion accept treasurers report as read. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

Item#5 Chief’s Report

**Chiefs Report**

**Commissioners Meeting February 11, 2025**

**Communications:**

* Marissa Smith has been cleared to ride solo as an EMT.
* Quincy Cutchin after 18 months of hard work has been cleared as an interior FF.
* Tommy Norton has been officially hired by the City of Newburgh Fire Department. Lt. Norton was advised to take a “Leave of Absence” by employment and academy personnel. He has not submitted such leave yet but maybe in the future.

**Call Breakdown for January 2025**

70 Alarms total EMS Response Rate 95%; Fire Response Rate 100%

* 49 EMS Alarms (2 UAC, 95% response Rate)
* 6 Personal Injury Motor Vehicle Accidents
* 5 Mutual Aid (Fire)
* 4 Structure Fire
* 3 Automatic Fire Alarm
* 2 HAZMAT Gas Leak
* 1 Outdoor Electrical

**Drills for the Month of February 2025**

* Monday Feb 3rd – Live Burn at CVFD
* Sunday Feb 9th – OSHA, Sexual Harassment, Workplace Violence, BBP
* Monday Feb 10th – Fire Police Awareness
* Monday Feb 17th – NO DRILL Presidents Day
* Thursday Feb 20th – CPR
* Saturday Feb 22nd – Step up & Lead
* Monday Feb 24th – Cancer Awareness

Average Drill attendance for January 2025; 34 Members

Average Previous Live Burn Attendance: 11; Last Live burn attendance: 20

Average Fire Call Attendance; 13

Average EMS Call Attendance: 7 (We have seen a drastic increase in membership engagement in the way of EMS, including three (3) alarms that yielded 16 members in attendance.)

**EMS Division Report**

**Things that happened in the month of February end of January.**

* ***Marissa Smith*** is officially cleared to ride solo as the lead EMT! Please give her a warm congratulations when and if you see her!
* Delivery of 2 new stair chairs and 1 new stretcher from Stryker on January 22nd, coordinating with Stryker to do an official in-service! This is scheduled for February 20th,2025 at 18:00 at Station 2.

**Supplies that were ordered from Medical Warehouse end of January beginning of February**

* 6 Vials of Epi with kits
* 2 Packets of Glucose Gels (4 in each pack)
* 1 Box of Lancets (100 in the box)
* 1 Box of Albuterol (30 in the box)
* 2 Boxes of variety size Band-Aids for 645 and 647
* 2 Regulators for portable oxygen tanks
* 2 Large adult manual blood pressure cuffs for the ambulances

**645 Report**

* We went to A1 Communications the evening of January 15th, 2025, for the 700/800 radio to be installed as well as the correct pyramid repeater to alleviate the current repeater issue.

**647 Report**

* 2/8/2025 On our way back from Vassar we had air leaking from the driver rear outer tire secondary to a bolt/nail that punctured the tire. Chiefs and county were notified appropriately, Erichsen’s arrived and repaired the hole and had no issues since. New tires are being ordered, and an alignment is being scheduled by Assistant Chief Anthony Rollman secondary to noticing abnormal tread wear.

**Captain Jessica Foster**

* Towards the middle of January, we had almost all of the January crew night schedule filled up!
* We received the delivery of 2 new stair chairs and 1 new Styker stretcher. In Service is Scheduled for Feb 20th.
* I am currently working with Zoe Thomakos to get her cleared to ride solo as an EMT!
* I am currently participating in the EMS Council as a representative of Plattekill Fire Department.

**Lt. Judy Mayle**

* Currently participating in the EMS Council as a representative of Plattekill Fire Department.

**Lt. Danielle McGrath**

* Completed inventory forms on February 2nd and submitted to the Chief.

1. Per Budgeted Training, Line Item 280.008 The following members will be attending the Step up and Lead seminar on 2/22/25. A Voucher / Purchase Order to Wallkill Fire District can be submitted. (There may be more than ones listed)

1. Betanzos, P
2. Burger, F
3. Foster, D
4. Foster, J
5. Hoppenstedt, F
6. Hoppenstedt, Jim, Sr
7. Kopaskie, A
8. Paccione, S
9. Post, C
10. Schalm, S
11. Stephens, C
12. Toth, B
13. Toth, D

2. Would Like to Purchase one (1) Chainsaw for 47-66 not to exceed $499.00 from Sherwood’s. Purchase from Line Item 210.004

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Richard Merrill made a motion to purchase chainsaw. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

3. Need to order replacement headlight assemblies for both 2015 and 2019 Tahoe’s for $701.99 (2015) per Pair and $962.99(2019) per Pair, will be ordered from CarParts.com. (As of 2/10/25, this is the least Expensive option. GM Direct $1,270 per Light or $2,540 per set) Total Prior to Shipping will be $1,664.98. Budgeted Item, Purchase from Line Item 300.001.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Patricia Betanzos made a motion to purchase above from car parts. Commissioner Richard Merrill seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

4. Would like to start the process of Budgeted Project of Chief Car Detail, Lettering and miscellaneous repairs. Modena Collision $700.00 per vehicle, Link / Gross Lettering Per Vehicle $800.00. Beginning Cost per vehicle is $1,500.00 per Vehicle. Budgeted Item, Purchase from Line Item 300.001.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Robert Jackson made a motion to purchase repairs. Commissioner Patricia Betanzos seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

5. Per Budgeted Project; Duty Uniforms, Qty Twenty (20) members, Budget Line Item 210.012. Once the uniform questionnaire closes, we will begin the sizing process. Per member cost is approximately $310.00.

* Polo $30.00
* Class B Shirt $60.00
* Pants $80.00
* Duty Short $30.00
* Boot $110.00

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Patricia Betanzos made a motion to Purchase Duty uniforms. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

6. Per Budgeted Project; Class A Uniforms, Qty Five (5) , Budget Line Item 210.012. Once the uniform questionnaire closes, we will begin the sizing process. Per member cost is approximately $750.00

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Robert Jackson made a motion to purchase uniforms. Commissioner Richard Merrill seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

7. Would Like to start the Budgeted Project for new iPads in all apparatus AND Chiefs cars per Budget Line item 200.002.

* Computers in the Chiefs cars will no longer communicate with county programs. Two of the tough books, one (1) in 2015 and one (1) in 2019, will no longer work or update. These will be updated to the iPad Pro models and cut down on the expense drastically from a Toughbook cost.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Patricia Betanzos made a motion to purchase ipads. Commissioner Richard Merrill seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

8. Emergency Purchase for a new Chiefs computer in the office. The current unit has had a fatal catastrophic failure. All files entered from January 3rd, 2025, to January 27th have been lost. All existing files for the last 10 years have been lost and corrupted. We now have to start 100% over. This also includes being able to create key fobs. We are currently operating off of personally owned PC’s

* Two (2) different IT Departments worked on retrieving our information and cannot. We were advised by these two agencies and Jose Delgado, to start over with an iOS Apple System. We will need a new unit, all new Microsoft Products and for everything to be put into a cloud-based system, so if this ever happens again, we can at least have our files. We will need approximately $3,500.00 to purchase the new systems and get us back up and running.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Richard Merrill made a motion to Purchase computer and software. Commissioner Patricia Betanzos seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

9. See Update Report on Files found, not filed and improperly stored & sorted. For your reading pleasure. The Report is twenty-one (21) pages typed. This should be considered a breach of information not was any record retention policy adhered to.

10. See submitted Policy(s) / Best Practices for Electronic Devices / Lockers / Emergency Vehicle Operations for approval

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Richard Merrill made a motion accept electronic Device policy. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Patricia Betanzos made a motion accept Lockers policy. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Jim Hoppenstedt made a motion accept Emergency Vehicle Operations policy. Commissioner Patricia Betanzos seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

11. Car 1, 2015 Vehicle Inventory / Car 2, 2019 Vehicle Portable Equipment

Gave purged members files to Secretary to file

A discussion on Television and sound system was going to use old 55 inch for a welcome screen. Asked board to replace that 55 inch TV.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Jim Hoppenstedt made a motion to purchase 2 55 inch TVs with mounting brackets 637.00 in total from line 200.002. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

A discussion REDMX program chiefs are not recommending to-go with this program since we were misinformed about pricing with the 18,000.00 per year. No one is trained in this system. We are on the verge of getting programs for free through Ulster County. Alpine software will be supported through June. Cancelation of contract would not hold us responsible for the whole term.

Need to draft a letter to Alpine software to cancel the contract will have secretary notify chairman to write letter.

47-20 at premier has leak in transfer case shop is working on this. Will report back to district.

647 had nail in tire ordered 4 tires but only wants to put 2 on and rotate the tires.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Richard Merrill made a motion purchase tires. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

Item # 6 New Business

LOSAP committee being formed.

A discussion on parade committee having a uniform closet at station 2 working with building and grounds committee.

A discussion on purchasing a desk for radio room treasurer can go back to the company and go look at what they have.

Kitchen system has not been inspected in 2 years will talk to chairman. Commissioner Robert Jackson will contact the company.

Item # 7 Old Business

Question on website working with chairman the brain work is created will meet with Secretary to go over some things.

A discussion on Clintondale meeting informational on EMS response, Chiefs feels was a productive meeting going forward making taskforce to come up with plans.

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Jim Hoppenstedt made a motion support task force Robert Jackson, Judith Mayle and Jessica Foster will represent the Fire District. Commissioner Patricia Betanzos seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

\* Upon motion made, seconded and discussion held, the following resolution was approved by the commissioners, Be it resolved Commissioner Jim Hoppenstedt made a motion to adjourn the meeting. Commissioner Robert Jackson seconded the motion

. On the vote: Commissioner Jim Hoppenstedt Aye

Commissioner Robert Jackson Aye

Commissioner Brian Stafford Absent

Commissioner Patricia Betanzos Aye

Commissioner Richard Merrill Aye

Adjourned

Submitted Nancy Papo

Time 8:13