

Port Ewen Fire Commissioners Meeting

Date: December 2nd, 2025

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

X 5yr Jack Spinnenweber II
X 4yr Michelle Spinnenweber
X 3yr Scott Sammons
 2yr Roger Boughton
 1yr Shannon Harris
X Sec'y Mike Dauner
X Treas. Wendy Trojak

 Chief Clark R. Mains
X Asst. Mike Lange
X Asst. Joseph Mains
 Asst. Frank White Jr.

Pledge to the Flag

Meeting was called to order by: Commissioner J. Spinnenweber II at 19:00 hours.

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

Correspondence/Communications:

Secretary Dauner:

1. AFDSNY In-Classroom Commissioner Training Schedule – to be given to newly elected Commissioner
2. Received copy of attendance list for fire department sexual harassment training at recent OSHA class.
3. Received a Thanksgiving card from Bank of Greene County
4. Signed contract for 2026 banquet was received and deposit was sent out
5. AFDSNY newsletter was received and commissioners can access a copy thru the website portal.
6. Letter received from David Brechter requesting his name be placed on the 2025 Commissioner ballot.
7. Copies of letter sent to members who do not have a physical instructing them to turn in their turnout gear.
8. Cancer renewal paperwork was sent to the state as well as VFBL renewal paperwork.

Unfinished Business:

Commissioner M. Spinnenweber:

1. Addressed turnout gear and requested quotes etc so the board can authorize the purchase. Discussion followed. Assistant Chief's Lange and Mains stated that the quote thru MES is state bid and at this time it was confirmed during the meeting by MES salesman Tim Rose the quote was state bid thru OGS and Sourcewell. After further discussion, a

motion was made by Commissioner Sammons, 2nd Commissioner M. Spinnenweber authorizing purchase through MES under OGS state contract pricing for five (5) sets of turnout gear at \$4,318.61 at total of \$21,593.05 with \$10,000 to be allocated from #62819 Equipment Wear & Tear and balance from #62820 Gear & Equipment Other as authorized from the 2025 unexpended budget. 3ok motion carried.

2. Inquired whether the AED's were sent back – Commissioner J. Spinnenweber stated they would be sent back shortly.
3. Commissioner M. Spinnenweber still waiting on Lowe Plumbing to meet with her to address contracts for heat and A/C. She would like the minutes to reflect she tried addressing this back in December of 2024 about the amount of money wasted on these contracts. She has been working on trying to address.
4. The painter ran out of nice weather to finish painting windows. Nine of fourteen windows have been completed and he asked for payment on windows completed with a contract to finish in the spring. **A motion was made by Commissioner M. Spinnenweber, 2nd Commissioner Sammons to authorize paying partial payment of \$600.00 to Majestic Painting for nine windows completed on Station #1. 3ok motion carried.**
5. Inquired on Sta #1 heater. Commissioner J. Spinnenweber II advised heater was removed yesterday and new one will be installed on December 4th.
6. Commissioner M. Spinnenweber addressed that the persons who have not turned in their gear for not having a physical should not be allowed to attend the annual banquet and any member in bad standing. **A motion was made by Commissioner M. Spinnenweber, 2nd Commissioner J. Spinnenweber II that any member in bad standing shall not be allowed to attend the 2026 banquet. 3ok motion carried.**

Commissioner Sammons:

1. Commissioner Sammons turned in sexual harassment training certificates for him and Jeanne Sammons.

Secretary Dauner:

1. Last month due to the November 4th Commissioner meeting not being an official meeting, the board needs to readdress the Tax Anticipation Note for bond payment. After discussion a resolution was presented:

TAX ANTICIPATION NOTE RESOLUTION

At a regular meeting of the Board of Fire Commissioners of the Port Ewen Fire District in the Town of Esopus, Ulster County, held at the Port Ewen Fire District Headquarters, in Port Ewen, New York, in said Fire District, on November 4th, 2026, at seven o'clock P.M., Prevailing Time.

The meeting was called to order by Chairman Jack Spinnenweber II, and upon roll being called, the following were

PRESENT: Commissioner Jack Spinnenweber II

Commissioner Scott Sammons

Commissioner Michelle Spinnenweber

Treasurer Wendy Trojak

Secretary Mike Dauner

**ABSENT: Commissioner Roger Boughton
Commissioner Shannon Harris**

The following resolution was offered by Commissioner Scott Sammons, who moved its adoption, seconded by Commissioner Michelle Spinnenweber, to-wit:

**TAX ANTICIPATION NOTE RESOLUTION DATED November 16th, 2026.
A RESOLUTION DELEGATING TO THE FIRE DISTRICT TREASURER OF
THE BOARD OF FIRE COMMISSIONERS OF THE PORT EWEN FIRE
DISTRICT IN THE TOWN OF ESOPUS, ULSTER COUNTY, NEW YORK, THE
POWER TO AUTHORIZE THE ISSUANCE OF AND TO SELL \$260,668.75 TAX
ANTICIPATION NOTES OF SAID FIRE DISTRICT IN ANTICIPATION OF
THE COLLECTION OF TAXES LEVIED OR TO BE LEVIED FOR THE
FISCAL YEAR OF SAID FIRE DISTRICT COMMENCING JANUARY 1, 2026.**

BE IT RESOLVED, by the Board of Fire Commissioners of the Port Ewen Fire District in the Town of Esopus, Ulster County, New York, as follows:

Section 1. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell \$260,668.75 tax anticipation notes of the Port Ewen Fire District in the Town of Esopus, Ulster County, New York, including renewals thereof, in anticipation of the collection of taxes levied or to be levied for the fiscal year of said Fire District commencing January 1, 2026, is hereby delegated to the Fire District Treasurer of the Board of Fire Commissioners. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Fire District Treasurer of the Board of Fire Commissioners, consistent with the provisions of the Local Finance Law.

Section 2. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Commissioner Jack Spinnenweber II VOTING Aye

Commissioner Scott Sammons VOTING Aye

Commissioner Michelle Spinnenweber VOTING Aye

VOTING

VOTING

The resolution was thereupon declared duly adopted.

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2. David Brechter and George Post are on the ballot for the Commissioner election. As same as last year, one person is unable to take part on the board of elections and after discussing with remaining members, Secretary Dauner felt a fifth person was not needed. The Commissioners in attendance concurred on the matter.
3. Addressed the OSC Corrective Action Plan letter as drafted. Contained within were several items to be raised by motion. **A motion was made by Commissioner Sammons, 2nd Commissioner M. Spinnenweber for the Treasurer to switch to Accrual Based accounting effective January 1st, 2026. 3ok motion carried. A motion was made by Commissioner Sammons, 2nd Commissioner J. Spinnenweber II effective immediately, board will review current budget expenditures monthly and will**

approve any budget transfers prior to authorizing a purchase if needed. 3ok motion carried. After further review of the draft letter and discussion, **a motion was made by Commissioner J. Spinnenweber II, 2nd Commissioner Sammons to approve Office of State Comptroller Corrective Action Plan letter pending review and recommendations from district's accountant and legal counsel. 3ok motion carried.**

4. Secretary Dauner advised that there are three members who did not respond to the boards' recent letter requesting they return their gear as a physical had not been provided. These members also were not present at tonight's meeting to address the issue and he asked what the board would like to do to address the issue. After discussion, **a motion was made by Commissioner Sammons, 2nd Commissioner M. Spinnenweber to send letter advising members who have not turned in district owned equipment that they are to immediately turn in all district owned equipment to Chief Clark Mains or his designee and pursuant to Fire District Personnel Policy under Section 8 Disciplinary they are hereby required to appear before the Board of Fire Commissioners at a disciplinary hearing to answer the board on the following: Violation of District Gear & Equipment Policy and NYS Sexual Harassment Training requirements. The member must appear at the January 6th, 2026 Commissioner Meeting and failure to appear shall result in their appointment as a firefighter with the Port Ewen Fire District being terminated. 3ok motion carried.**

Treasurer's Report – Treasurer's report read by Treasurer Trojak. Motion to accept Treasurer's report was made by Commissioner Sammons, 2nd Commissioner M. Spinnenweber. 3ok motion carried.

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

1. Treasurer noted that District Treasurer & Secretary checks have only one signature as they cannot sign their own check.
2. Treasurer advised that she received a call from Bank of Greene County that the district had been awarded a \$500 grant however this had not been picked up when it was supposed to. She was unaware of this and has since received the check. She recommended in future the board should pick up more timely and it was noted a presentation ceremony was missed.
3. A insurance reimbursement for \$2,885.00 for repairs to 48-12 was received.
4. Treasurer discussed renewing Accountant for next year. Treasurer Trojak said that it was for three years at \$9,200.00 for 2025, \$9,550.00 for 2026, and \$9,950.00 for 2027 with \$600.00 each year for filing the Annual Financial Report. Discussion followed. **A motion was made by Commissioner J. Spinnenweber II, 2nd Commissioner Sammons to authorize Commissioner J. Spinnenweber II to sign agreement with Cooper Arias, LLP for auditing services and completion and filing of Annual Financial Report for 2025, 2026, and 2027. 3ok motion carried.**
5. Treasurer Trojak addressed year end budget transfers. After review, Commissioner M. Spinnenweber asked to review transfers prior to voting on them.
6. Addressed year end unexpended funds for the general account. After depositing reserve funds and addressing recent vouchers and expenses, Treasurer Trojak advised that there

was \$75,000.00 left in unexpended funds. Discussion followed on allocations and year end expenses related to recent audit findings from the state.

New Business:

Commissioner M. Spinnenweber:

1. Spoke with insurance company regarding recent damaged pager and it was found not worth submitting as it is a \$500 deductible. The insurance company is looking at separating equipment in the policy, so it is a separate deductible.
2. Would like to see several windows in Sta #1 replaced as three to four have not been replaced and she would like to see replaced. Commissioner Sammons would like to see all windows replaced with vinyl replacement windows. Commissioner M. Spinnenweber and Sammons will look into obtaining quotes to replace windows.
3. Addressed policies which need to update and she presented a motion to do so. Commissioner Sammons asked whether policies can be presented in January subject to revision and Secretary Dauner stated that this is fine however in December the board should submit to the Secretary what they think should be addressed so that it can be incorporated into the policy for the Organizational meeting and if there are any recommendations after to have a deadline for March. Commissioner M. Spinnenweber withdrew her motion and the board will look to implement changes for January.
4. Inquired about the purpose and spending of 2% Foreign Tax Fund which the district turns over to the department. Was explained through the Treasurer and Secretary.

Secretary Dauner:

1. Discussed with district counsel the boards intent to purchase an exhaust system for Sta #1 & #2 and whether the board could move forward with a purchase under HGAC. The district's counsel advised that this could be performed through General Municipal Law Section 103(5) Standardization. The board then discussed the matter and advised that they wished to utilize the year end unexpended general fund monies towards the purchase of these exhaust systems with the balance to be taken from the 2026 Sta #1 and #2 repairs line items respectively. After further discussion the following resolutions were presented:

A motion was made by Commissioner M. Spinnenweber, 2nd Commissioner Sammons to allocate \$75,000.00 in unexpended funds from the 2025 General Fund towards the purchase of a MagneGrip Exhaust System for Station #1 and Station #2. 3ok motion carried.

RESOLUTION FOR STANDARDIZATION OF EQUIPMENT

RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF PORT EWEN FIRE DISTRICT IN THE COUNTY OF ULSTER, STATE OF NEW YORK, BY A UNANIMOUS VOTE OF ALL MEMBERS OF THE BOARD OF FIRE COMMISSIONERS PRESENT AT THE FIRE DISTRICT OFFICE AT A REGULAR MEETING OF THE BOARD ON DECEMBER 2, 2025, THAT:

1. Pursuant to General Municipal Law Section 103(5), upon a showing of efficiency or economy, the Board of Fire Commissioners (“Board”) is authorized to adopt a resolution stating that there is a need for standardization of a particular type of equipment.

2. The Board hereby determines that there is a need for standardization in the type, design, and function of vehicle exhaust emission systems used by the Port Ewen Fire District (“Fire District”), and that for reasons of efficiency and economy, there exists such a need for standardization with regard to the procurement of such equipment in the future.

3. The Board, in consultation with the chief officers of the Fire District, has determined it to be in the best interests of the Fire District to standardize the vehicle exhaust emission systems with equipment manufactured by MagneGrip Corp., with corporate offices located at 11449 Deerfield Road, Cincinnati, Ohio 45242, and by this Resolution, hereby implements a procedure to standardize Fire District vehicle exhaust emission systems with MagneGrip systems.

4. That the reasons considered and deliberated on by the Board which conclusively establish that standardization is necessary for the efficiency of operations of the Fire District and in the interests of economizing expenditures in procurement, training, maintenance and repair are as follows:

a. Maintenance - That based upon the service history and the resulting cost savings for the maintenance of MagneGrip systems compared with other makes, standardization to MagneGrip systems is warranted. Standardization will create a uniform platform upon which the Board can plan for and provide maintenance as necessary or recommended by the manufacturer at a savings of both time and money. Given the unique nature of the standardized system, it will be easier to track both routine and non-routine maintenance of all “standardized” systems and components, and have the same manufacturer-qualified technicians service all systems at all fire stations and on all vehicles.

b. Operational Efficiency - The use of standardized MagneGrip vehicle emission exhaust systems will promote the efficiency of operations within the Fire District. Standardization will enhance equipment operators’ familiarity with the design and handling of the vehicle emission exhaust systems. Standardization will promote uniformity in vehicle emission

exhaust systems throughout the fire district, and permit Fire District vehicles to be garaged in any of the Fire District’s fire stations without exhaust compatibility concerns that would otherwise result if differing vehicle emission exhaust systems were used.

c. Familiarity and Continuity -Outfitting current Fire District apparatus with a uniform adaptors to use MagneGrip systems for vehicle emission exhaust systems will provide the Fire District flexibility in the staging of apparatus. The standardization in design and form of the vehicle emission exhaust system will allow the Fire District to utilize the uniform vehicle emission exhaust fitments installed on

Fire District apparatus with the physical structures owned by the District in order to house the apparatus and ensure interoperability between the Fire District's firehouses.

d. Safety Benefits - The Board of Fire Commissioners believes that the standardization of vehicle emission exhaust systems is reasonable, necessary, and designed to increase the safety of the working environment in which those systems are to be used. Given the reputation of successful and safe operation of MagneGrip systems, the Fire District's investigation into the various types of systems available, and the need to conduct operations in the safest and most effective manner possible, the Board of Fire Commissioners, after due consideration, has determined that the MagneGrip vehicle emission exhaust system is the most efficient, economical, and the best value exhaust system for the for the Fire District.

NOW, upon the motion of Commissioner M. Spinnenweber, and seconded by Commissioner S. Sammons, it is RESOLVED that the Board of Fire Commissioners of Port Ewen Fire District , by and under the authority of General Municipal Law Section 103(5) hereby adopts a policy of standardization for the procurement of vehicle emission exhaust systems from MagneGrip Corp.

Commissioner M. Spinnenweber	X	Aye	Nay
Commissioner Sammons	X	Aye	Nay
Commissioner J. Spinnenweber II	X	Aye	Nay
Commissioner Boughton	X	Absent	
Commissioner Harris	X	Absent	

Commissioner M. Spinneweber will be the contact and liaison on the project moving forward. Secretary Dauner noted that he investigated grants and all avenues were exhausted. The AFG grant which the district had submitted was not approved and he advised he would be willing to assist with further grants provided the board provided direction on what they wished to submit for.

Commissioner J. Spinnenweber II addressed the issue with Rescue 2's garage door not working in Sta #2. Darmstadt Overhead Door is scheduled to repair however it has not been looked at – more to follow. Commissioner M. Spinnenweber will follow up with the contractor.

Commissioner M. Spinnenweber inquired on the status of 48-12 having body damage repaired. Assistant Chief Lange was unaware and board will ask Chief.

Permission for Headquarters Hall Usage:

None

Chief's Report:

1. Nothing from Chief

Assistant Chief Lange inquired on status of air compressor repair for Sta #1. A quote was received from All-Air for replacement with two options and discussion followed. A motion was made to replace and was subsequently rescinded. After discussion the board will obtain further information on installation and freight charges from All-Air, more quotes will be obtained and in the interim and pancake compressor will be loaned by Jack Spinnenweber to provide air to Engine #2 in the interim.

Floor:

Mike Lange:

- Addressed the board on the issue of salting of the parking lots. The board advised that the Highway Department would salt if needed however Assistant Chief Lange stated that that was heresay and the board should have a better plan. After discussion, Commissioner J. Spinnenweber II he will draw up a quote for the board to review in the next two weeks.

A.E. Stokes:

- Thank you to Commissioner M. Spinnenweber for working to get the exhaust system for the firehouses.

Motion to adjourn made at 20:37 by Commissioner J. Spinnenweber II, 2nd by Commissioner M. Spinnenweber. 3ok Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report December 2025
2. 2026 Tax Anticipation Note Resolution
3. David Brechter Letter of Intent to run for Fire Commissioner
4. 2026 Banquet Contract
5. Correspondence to members on returning district equipment
6. 2025 OSHA Training attendance
7. Annual NYS Cancer Paperwork and Liability Insurance Policy Renewal Paperwork
8. Cooper Arias, LLC Agreement