

Special Meeting of the Valhalla Board of Fire Commissioners for January 8, 2025

The Special End of the Year Meeting (12/31/24) of the Board of Fire Commissioners of the Valhalla Fire District for 2023 was convened by Chairman Bonanno at 7:00pm.

In attendance was Chairman Bonanno, Comrs. McCarthy, Ciancio, SecretaryTreasurer Ciancio, Chief DiPrinzio and Asst. Chief McGuinn.

Pledge to the Flag and a moment of silence was held for military and firefighters.

## **TREASURER'S REPORT**

### **CHECKS:**

7740	American Express	250.00
7741	Cablevision	192.28
7742	Con Edison	607.13
7743	McNeil & Company	13,115.10
7744	Comptroller	517.64
7745	Verizon	365.69
7746	AT&T Mobility	607.43
7747	AAA Emergency Supply Co.	53.00
7748	Appraisal Affiliates	1,200.00
7749	Berger Hardware	53.98
7750	Cardmember Services	557.04
7751	Fernanda DeCampos	200.00
7752	Health & Safety Specialists	7,722.00
7753	Hillside Service Center	550.00
7754	Hummel & Butler CPAs	1,890.00
7755	Independent Fire Company	12,671.11
7756	M. Felice Landscaping	936.00
7757	McNeil & Company	2,731.81
7758	Mt. Kisco Truck & Auto Parts	949.50
7759	Partners in Safety	1,245.00
7760	Thornwood Fire Dept.	240.00
7761	Valhalla Fire Co #1	12,557.75
DD121524	Kristen Ciancio	2,918.23
DD123124	Kristen Ciancio	2,918.22
EFT	IRS	2,941.52
		<hr/> 67,990.43

**FINANCIAL REPORT (AS OF 12/31/24):**

Balance Forward	\$ 16,442.55
Deposits	\$ 50.00
Transfers-GF	\$ 80,000.00
Transfers-GF	\$ 10,000.00
Vouchers	\$ 67,990.43
Closing Balance	\$ 38,502.12

**STATUS OF ACCOUNTS (as of 12/31/24):**

Regular Checking	\$ 38,502.12
Fire District Money Market	\$ 286,400.42
Capital Reserve Checking	\$ 4,652.52
Capital Reserve Money Market	\$1,892,271.33
Building Reserve Money Market	\$ 409,616.29
Repair Reserve Money Market	\$ 628,387.78
TOTAL:	\$3,259,830.46

**PRIVATE PURPOSE TRUST (as of 12/31/23):**

Service Award Program – DBP	\$1,336,364.63
Service Award Program – DCP	\$ 347,992.96
TOTAL	\$1,684,357.59

**TRANSFERS:**

TO:	General Fund Checking Acct #8388546	
FROM:	General Fund Money Market Acct #8388562	\$80,000.00
TO:	General Fund Checking Acct #8388546	
FROM:	General Fund Money Market Acct #8388562	\$10,000.00

**BUDGET CODE CHANGE ORDER:**

<b><u>BUDGET CODE #</u></b>	<b><u>AMOUNT</u></b>
1010-1015 TELEPHONES-DISTRICT	(4.72)
1014-1029 CELL PHONES	\$4.72
1013-1034 RADIOS	(4,421.00)
1610 HEALTH	\$4,421.00
1530-1536 FEES & CONTRACTS	\$1,660.62
1620 LEGAL NOTICES	\$1,533.41
1510-1511 DEPT STATIONARY	(500.00)
1520 DIST STATIONARY	(500.00)
1550 COMPUTER SUPPLIES	(1,694.03)
1630 DIST MEETING EXPENSE	(500.00)
2020-2027 REPAIR EXISTING EQUIP	\$5,489.28

2050 CLEAN GEAR	(5,489.28)
2520-2521 PARADES	\$2,824.87
2550 FIRE PREVENTION	\$840.00
2560 CHIEF'S RECEPTION	(3,664.87)
4002 WORKER'S COMP	(6,600.54)
4003 GROUP LIFE	\$1,565.24
4006 NYS CANCER BILL	\$5,035.30
4001 GENERAL LIABILITY	\$43,152.95
2010-2014 PURCH OF NEW FIRE EQUIP	(33,323.18)
2510-2513 INSPECTION	(9,829.77)
6030 FICA	\$4,032.50
6040 ATTORNEY	(6,582.50)
6060 AUDITOR	\$500.00
6080 SNOWPLOWING	\$2,050.00
6065 FINANCIAL SERVICES	\$4,965.00
6103-6104 GREENBURGH	(4,965.00)
6050 SERVICE AWARD ADMIN	\$3,654.92
6510-6516 UNIFORMS & BADGES	(33.92)
6520 HEALTH CLUB	(3,621.00)
6095 TECHNOLOGY	\$25,781.57
7002-7018 FUEL	(3,542.03)
7030-7043 VEHICLE/APPARATUS REP	(14,260.49)
7045-7048 INSPECTION SERVICES	(7,979.05)
6101 VALHALLA HYDRANTS	\$28,830.86
6105 PLEASANT RIDGE HYDRANTS	(300.00)
4008 ACCIDENT POLICY	(3,162.54)
6090 LAWN MAINTENANCE	(1,250.00)
6530-6532 REFRESHMENTS	(1,888.40)
6560-6563 MANAGEMENT SEMINARS	(13,573.10)
6570-6572 TRAINING PROGRAMS	(8,400.00)
7019-7029 VEHICLE/APPARATUS SUPP	(256.82)
7520-7521 IND FIRE CO RENTAL	\$1,200.00
7540 WATER/SEWER HQ	(1,200.00)
7550 GAS HQ	(646.61)
7560 ELECTRIC HQ	\$646.61

It was moved on a motion made by Comrs. McCarthy/Bonanno to accept as read the Treasurer's report, that bills submitted for payment be approved and transfers executed. MC. Comr. Ciancio abstained from voting on check DD121524 and DD123124 as the payee is his daughter.

### **CHIEF'S REPORT**

It was moved on a motion made by Comrs. Ciancio/McCarthy to accept the Chief's Report as read. MC. Activity Report for 2024: 108 alarms for 7,692 hours; 42 drills for 1,121 hours; 26 meetings for 762 hours; 6 training for 55 hours; 155 misc. for 1,741 hours; 6 stand bys for 131.50 hours; 27 fire prevention for 93.5 hours. TOTAL: 11,596 hours.

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 8, 2025, authorizes the Treasurer of the Valhalla Fire District to transfer the amount of \$100,000.00 to the Repair Reserve Fund, and \$509,671.00 to the Capital Reserve Fund (subject to change per the auditors) from the balance of the 2024 General Fund. This motion was made by Comr. Sciliano, seconded by Comr. Ciancio. MC.

This Resolution was adopted at the Special End of Year meeting of the Fire Commissioners, Valhalla Fire District, held on the 8<sup>th</sup> of January 2025.

It was moved on a motion made by Comrs. McCarthy/Sciliano that the Special End of Year Meeting be adjourned at 7:19pm.  
Respectfully submitted,

Kristen Ciancio  
Secretary-Treasurer

Organizational Meeting of the Valhalla Board of Fire Commissioners for  
January 8, 2025

The Organizational meeting of the Board of Fire Commissioners of the Valhalla Fire District for 2025 was held on January 8, 2025 and convened by Secretary Ciancio at 7:19pm. Secretary-Treasurer Ciancio administered the Oath of Office to re-elected Commissioner Ciancio. It was moved on a motion made by Comrs. Ciancio/McCarthy that Comr. Sciliano serve as Chairman and Comr. Lester as Vice Chairman. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy to appoint Kristen Ciancio District Secretary-Treasurer and RMO for 2025. MC. Chairman Sciliano administered the Oath of Office to the Secretary-Treasurer of the Valhalla Fire District Kristen Ciancio.

It was moved on a motion made by Comrs. McCarthy/Bonanno that Scott Dow of the law firm Kornfeld, Rew, Newman, Simeone represent the Valhalla Fire District for 2025. MC.

It was moved on a motion made by Comrs. Ciancio/McCarthy that The Journal News be designated the official newspaper of the Valhalla Fire District for 2025. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy that Orange Bank & Trust be the depository of bank accounts of the Valhalla Fire District for 2025. MC.

It was moved on a motion made by Comrs. Ciancio/McCarthy that the Valhalla Fire District continue a membership with the NYS Association of Fire Districts, Association of Fire Districts – Westchester County, International Assoc. of Fire Chiefs, 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/Ciancio that Crystal Run Medical Service is designated as the district's primary physician and Health Care Facility, and Partners In Safety as secondary for 2025. MC

It was moved on a motion made by Comrs. McCarthy/Bonanno to appoint O'Connor Davies PKF, LLP to be the external auditors for the Valhalla Fire District General Fund and the Service Award for the year 2025 at a cost of \$15,000.00. MC.

It was moved on a motion made by Comrs. McCarthy/Bonanno to appoint Hummel & Butler, CPAs as internal auditor and financial consultant for the year 2025 at a cost not to exceed \$12,815.00 MC.

It was moved on a motion made by Comrs. Ciancio/Bonanno to reaffirm collateral agreements with the banks. MC.

It was moved on a motion made by Comrs. Bonanno/Ciancio to continue with the investment policies currently in place. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy to reaffirm all existing resolution 1-80. MC.

It was moved on a motion made by Comrs. Ciancio/McCarthy to appoint Firefly as Actuary for the Service Award Program for the year 2024 at a cost not to exceed \$11,000.00. MC.

It was moved on a motion by Comrs. McCarthy/Ciancio to accept the appointment of Committees. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy to accept all fire hydrant leases. MC.

It was moved on a motion made by Comr. Ciancio/McCarthy that Appraisal Affiliates be hired to maintain the district's fixed asset inventory for 2024 at a cost of \$1,200.00. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy for Secretary-Treasurer Ciancio to file the New York State Report with the State Comptroller no later than February 28, 2025. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy to appoint Safety Officer for Independent Fire Company as Jimmy Stone and Valhalla Fire Co #1 as TBD. MC.

It was moved on a motion made by Comrs. McCarthy/Bonanno that the regular monthly meeting of the Board of Fire Commissioners take place on the second Wednesday of each month at 7:30 pm at 330 Columbus Avenue, except in October when it will be the third Tuesday. MC.

It was moved on a motion made by Comrs. Ciancio/McCarthy to approve annual registration of District domain name [www.valhallafd.org](http://www.valhallafd.org). MC.

It was moved on a motion made by Comrs. Bonanno/Ciancio to review and accept leases and contracts: computer contract, security system, IAMResponding, generator, Cablevision, Alpine Software, KD Systems., copy machine, website, and firehouses pending review of annual renewals as they arise. MC.

It was moved on a motion made by Comrs. McCarthy/Bonanno to review and accept the Treasurer's bond. MC.

It was moved on a motion by Comrs. McCarthy/Ciancio to accept the IRS mileage reimbursement rate of \$.70 for 2024. MC.

It was moved on a motion made by Comrs. McCarthy/Bonanno that all checks should be signed by the Treasurer and two Commissioners. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy that the Secretary-Treasurer may pay certain bills as per Resolution 63. MC.

With no other business to come before the Board, it was moved on a motion made by Comrs. Ciancio/Bonanno that the Organizational Meeting be adjourned at 7:30pm. MC.

Respectfully submitted,  
Kristen Ciancio  
Secretary-Treasurer

The Regular Monthly Meeting of the Board of Fire Commissioners for January 8, 2025

The regular monthly meeting of the Board of Fire Commissioners for January 8, 2025 was convened by Chairman Ciancio at 7:30pm.

In attendance was Chairman Sciliano, Comrs. McCarthy, Ciancio, Bonanno Chief DiPrinzio, Asst. Chief McGuinn and Secretary-Treasurer Ciancio.

It was moved on a motion made by Comrs. McCarthy/Bonanno to accept the minutes of the regular monthly meeting of the Board of Fire Commissioners for December 13, 2023, pending 1 correction that the 'strainers were ordered'. MC.

Correspondence: 1) A letter from VFC #1 that Joseph Barbuto has turned 18 and moved from Fire Squad to Interior status; 2) A letter from VFC #1 that they have Paul Mardjonovich in bad standing.

### **TREASURER'S REPORT**

#### **CHECKS:**

7762	AFDSNY	750.00
7763	Combined Life Insurance	182.00
7764	DeLage Landen Financial Services	189.00
7765	KD Systems, Inc.	4,248.00
7766	NYS Association of Fire Chiefs	200.00
7767	NYS DOT	100.00
7768	Security World	270.00
7769	Verizon	99.00
7770	Verison	99.00
7771	Westchester County Assoc. of Fire Chiefs	400.00
		<hr/>
		7,499.13

#### **FINANCIAL REPORT:**

Balance Forward	\$	38,502.12
Deposits	\$	150.00
Vouchers	\$	7,499.13
Closing Balance	\$	<hr/> 31,152.99

#### **STATUS OF ACCOUNTS:**

Regular Checking	\$	31,152.99
Fire District Money Market	\$	286,400.42
Capital Reserve Checking	\$	4,652.52
Capital Reserve Money Market	\$	1,892,271.33
Building Reserve Money Market	\$	409,616.29
Repair Reserve Money Market	\$	<u>628,387.78</u>

TOTAL: \$3,252,481.33

**SERVICE AWARD PROGRAM:**

Service Award Program – DBC \$1,336,364.63

Service Award Program – DCP \$ 347,992.96

TOTAL: \$1,684,357.59

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

**SECRETARY'S REPORT**

Secretary-Treasurer Ciancio reported the copier has been fixed so it can again scan to email; submitted required reporting to NYS on Cancer Bill; started preliminary LOSAP paperwork.

**CHIEF'S REPORT**

It was moved on a motion made by Comrs. Ciancio/McCarthy to accept the Chief's Report as read. MC. Activity Report for December 2024: 42 alarms for 420 hours; 3 drills for 45 hours; 2 meetings for 48 hours; 21 misc. for 162.50 hours. TOTAL: 676 hours.

Chief DiPrinzio reported 12/3 FAST responded to Port Chester; 12/8 TL49 responded to Briarcliff; 12/10 mutual aid call to Grasslands for a HAZMAT call; 12/15 TL49 relocated to Fairview; 12/31 FAST responded to Sleepy Hollow; 12/7 Santa visit to Blythedale; 12/9, 12/10, 12/12 members participated in annual Santa visits; 12/17 members participated in Blue Santa with WCPD; thanked the Board and members for working together the last year; congratulated Asst. Chief and officers; continuing to work towards 'department first' vision; Radio aliases have been changed with the county; met with Goosetown on portable radios and discussed WMC issues; sprinkler system in WMC parking garage has been drained for the season; Elmwood Hall sprinkler system shut down due to heating issue; ConEd inquired with MPPD about the FDs that have generators and transfer switches; Lt. Sten attended meeting with Bee Line Bus; monthly inspections will begin for MA1; Thornwood FD testing at new senior building; contacted AAA Emergency about training new members as bailout trainers; Chappaqua FD reached out about a live fire training; requested to change mutual aid assignments back; requested permission to create an additional account on RedNMX for dispatch; will be hosting a department meeting 1/13 – requested the Board provide food; 1/15 engines will begin going for annual service.

Asst. Chief McGuinn requested the purchase of updated Fire Officer II 6<sup>th</sup> edition book; requested a copy of the hose and ladder testing.

## **COMMITTEE REPORTS**

Comr. McCarthy reported generator at VFC #1 needs additional repair and is looking into a new generator company; received lock boxes for physical keys at each building if the key fob system goes down; delivery of trailer for MA1 is backed up; Engines will begin annual service on 1/15; will get tires from Corsi for E84; contacted Klahr Glass to get an estimate for building additional office within district location; asked Chiefs to have recalls fixed on their district vehicles.

Comr. Ciancio reported the fit test machine is still not working and needs to be repaired or replaced – members should continue to get tests done at AAA Emergency; visited Goosetown on the new radios and they will provide training when the radios are delivered potentially at the end of January; asked for a status of members who completed bailout for 2024 to continue as interior; ordered 45 new pagers through Rockland County state contract pricing; 4/25 scheduled CPR/AED training; received ladder testing report for TL49; will contact Morningpride to arrange for measurements for VFC #1 members that need new gear; discussed status of new Chief's cars.

Comr. Bonanno reported he will purchase 25 and 50-year badges for members; asked Captains to provide names of active members that need new uniforms; will schedule Defensive Driving course for March.

Comr. Sciliano tree trimming has been completed, waiting for invoice.

There was a discussion on scott packs and various other equipment needed or requested for engines.

It was moved on a motion made by Comrs. Ciancio/Bonanno to write and send \$69,000 check to Ameriprise per the budget. MC.

It was moved on a motion made by Comrs. Bonanno/McCarthy to approve the termination of Paul Mardjonovich from VFC #1. MC.

It was moved on a motion made by Comrs. McCarthy/Ciancio to authorize the Secretary-Treasurer to purchase the updated Fire Officer II book. MC.

With no other business to come before the Board of Fire Commissioners, it was moved on a motion made by Comrs. McCarthy/Bonanno to adjourn the meeting at 8:31pm. MC.

Respectfully submitted,

Kristen Ciancio  
District Secretary-Treasurer