

**Re-Organizational meeting of the Commissioners, Lyndonville Joint Fire District was held on Wednesday January 8, 2025 at the Lyndonville Fire Hall. The meeting opened at 6:00 PM**

PRESENT: Commissioners: John Flanagan  
David Hydock  
James Hydock  
Edward Jay  
Gary White

Secretary-Treasurer Terry Stinson  
Fire Dept Chief Michael Heideman  
Fire Dept President  
Attorney Mark Butler - Absent  
Public – Present:

- Organizational Meeting of the Board of Fire Commissioners of the Lyndonville Joint Fire District held on January 8, 2025, at the Lyndonville Fire Hall 148 North Main Street, Lyndonville, New York. The meeting was called to order by Commissioner Flanagan at 6:00 pm. Notice of the meeting appeared on the LJFD Website, the Lyndonville Fire Department electronic board, and was publicly posted at the Lyndonville Fire Hall.

**PRIVILEGE OF THE FLOOR**

- Nothing

**RESOLUTION NO 2025-1**

**2025 CHAIR OF THE LYNDONVILLE JOINT FIRE DISTRICT OF COMMISSIONERS – John Flanagan**

**ON MOTION** of Commissioner Jay, seconded by Commissioner White, to nominate John Flanagan as the 2025 Chair of the Lyndonville Joint Fire District of Commissioners.

Vote: 4 Ayes (D. Hydock, J. Hydock, Jay, White); 0 Nays; 1 Abstain (Flanagan)

**RESOLUTION NO 2025-2**

**2025 SECRETARY-TREASURER OF THE LYNDONVILLE JOINT FIRE DISTRICT OF COMMISSIONERS – Terry Stinson**

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner D. Hydock, to appoint Terry Stinson as the 2025 Secretary-Treasurer of the Lyndonville Joint Fire District of Commissioners.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-3**

**2025 LYNDONVILLE FIRE DEPARTMENT CHIEFS**

**ON MOTION** of Commissioner White, seconded by Commissioner Flanagan, to confirm the 2025 Chiefs of Michael Heideman as the Chief, Danny Woodward Jr. as the 1<sup>st</sup> Assistant, TJ Heideman as the 2<sup>nd</sup> Assistant of the Lyndonville Fire Department.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-4**

**2024 LYNDONVILLE FIRE DEPARTMENT LINE OFFICERS**

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner White, to confirm the 2025 Line Officers of James Scharlau as Captain, Anna Schuner as EMS Captain, Donald Starr as Fire Police Captain, David Hydock as President, John Flanagan as Vice-President, James Wells as Treasurer, Peter Kage as Secretary, Mike Tabor as Board of Director and Wes Bradley as Chaplain.

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Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-5**

**ON MOTION** of Commissioner Flanagan seconded by Commissioner Jay, approval to adopt the following policies as written (last adopted 2/2024): Procurement, Code of Ethics, Workplace Violence, Sexual Harassment. Printed copies to be made available for public review.

Vote: 5 Ayes (Flanagan, Jay, D. Hydock, J. Hydock, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-6**

**ON MOTION** of Commissioner Flanagan seconded by Commissioner Jay, approval to adopt the following policies as written (last adopted 2/2024): FOIL, Record Retention and Destruction, and Travel. Printed copies to be made available for public review.

Vote: 5 Ayes (Flanagan, Jay, D. Hydock, J. Hydock, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-7**

**2025 MILAGE RATE OF THE LYNDONVILLE JOINT FIRE DISTRICT – INTERNAL REVENUE SERVICE**

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner White, to set the mileage rate for approved travel as the rate set by the current Internal Revenue Service for 2024-2025 and the travel allowances established by IRS Regulations.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-8**

**2025 OFFICIAL NEWSPAPER OF THE LYNDONVILLE JOINT FIRE DISTRICT – BATAVIA DAILY NEWS**

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner Jay, to select the Batavia Daily News as the official newspapers of the Lyndonville Joint Fire District.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-9**

**2025 OFFICIAL BANK OF THE LYNDONVILLE JOINT FIRE DISTRICT – M&T BANK**

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner White, to utilize M&T Bank as the official bank of the Lyndonville Joint Fire District.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-10**

**2025 MEETING SCHEDULE OF THE LYNDONVILLE JOINT FIRE DISTRICT**

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner Jay, to set the Commissioner's Board Meeting on the second Wednesday at the Lyndonville Joint Fire District firehouse at 6:00 pm and workshops the fourth Wednesday of the month, as needed, at 6:00pm.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

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**RESOLUTION NO 2025-11**

**2025 OFFICAL ATTORNEY OF THE LYNDONVILLE JOINT FIRE DIRSTRIC – Mark Butler**

**ON MOTION** of Commissioner D. Hydock, seconded by Commissioner J. Hydock to secure Mark Butler as the official attorney of the Lyndonville Joint Fire District and to pay the retainer fee for 2025 (minus funds still remaining from 2024).

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**RESOLUTION NO 2025-12**

**ADVANCE APPROVAL OF CLAIMS**

**WHEREAS** the Board of Commissioners has determined to authorize payment in advance of audit claims for public utility services, postage, freight, and express charges; and

**WHEREAS** all such claims must be presented at the next regular meeting for audit; and

**WHEREAS** the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the Board of Commissioners disallows.

**NOW THEREFORE BE IT RESOLVED;**

**Section 1.** That the Board of Commissioners authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Commissioners disallows.

**Section 2.** That this resolution is effective immediately.

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner D. Hydock, to the advance approval of claims as stated.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

**ON MOTION** of Commissioner Flanagan, seconded by Commissioner White, to close the Organizational Meeting of Lyndonville Joint Fire District at 6:06pm.

Vote: 5 Ayes (Flanagan, D. Hydock, J. Hydock, Jay, White); 0 Nays; 0 Abstain

*Terry L. Stinson*  
Secretary  
Lyndonville Joint Fire District