



MINUTES
BOARD OF FIRE COMMISSIONERS
Regular Meeting
Tuesday March 10, 2026

ATTENDEES: Commissioner Marc Komorsky
Commissioner Vincent Tierney
Chief Anthony Champion
Deputy Chief Scott Merritt
Treasurer Mark Pozniak (via Teams)
Bookkeeper Jen Kaiser
Commissioner Robert Taft
Commissioner Jeff Kaiser
Deputy Chief Bryan Zittel
Attorney Michael Hekle (via Teams)
Secretary Bria Le
IT Tech Jeff Lenkowski

At 6:00 PM, Chairman Komorsky called the Board of Fire Commissioners Regular Meeting to order for Tuesday March 10th, 2026, and led the Pledge of Allegiance. Chairman Komorsky welcomed everyone to the meeting.

MINUTES: - 2/12/26 & 2/24/26 Regular Meeting and 2/18/26 Special Meeting

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Kaiser, the Board RESOLVED to approve the 2/12/26 Regular Meeting minutes. Kaiser – Aye, Taft – Aye, Tierney – Aye, Komorsky - Aye. **Motion Carried.**

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Kaiser, the Board RESOLVED to approve the 2/24/26 Regular Meeting minutes. Kaiser – Aye, Taft – Aye, Tierney – Aye, Komorsky - Aye. **Motion Carried.**

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Kaiser, the Board RESOLVED to approve the 2/18/26 Special Meeting minutes. Kaiser – Aye, Taft – Aye, Tierney – Aye, Komorsky - Aye. **Motion Carried.**

CORRESPONDENCE: -

- Check – There was a donation in the amount of \$100.00 in memory of former Chief Otis Jones from Anthony and Patsy Pizzuti.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to deposit \$100 check from Anthony and Patsy Pizzuti in memory of Otis Jones into the General Fund. Kaiser – Aye, Taft – Aye, Tierney – Aye, Komorsky - aye. **Motion Carried.**

Chairman Komorsky asked that a thank you card be sent to Mr. and Mrs. Pizzuti and Secretary Le stated she would send one to the Jones family as well.

- Thank you card from Arlington High School for use of the practice AEDs for their staff training. Chairman Komorsky asked who did the training and Chief Champion stated Firefighter Edgar was the only one there. Chairman Komorsky asked that a copy of the letter be put in his record as well and to send the Board's thanks to him as well.

ROOM USE REQUESTS:

None.

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OLD BUSINESS/UNRESOLVED ITEMS:

- Station 1 Building Update – Commissioner Tierney stated the floor tiles are in. Today they were putting them in the hallway so it should be completed within the next day or so. He did talk to them regarding a punch list and one item on it is that they have to repaint and patch the dings and dents in the walls. There is one window that came in that was cracked and they are ordering a new one. It should take approximately two weeks to get it. That will not stop anyone from moving in. It is the first window on the Route 82 side. Commissioner Tierney stated that Mr. Lenkowski did his IT stuff and it is all installed. Chairman Komorsky asked Mr. Lenkowski now that everything is installed and he now knows the issue with the cool air coming in under the door, if that was adequate or if he felt there was something else that needs to be done to keep the equipment cool. Mr. Lenkowski stated the other night when he installed the monitor it was 82° in that room. Today the temperature dropped to 70°. Commissioner Kaiser stated none of the mechanical has been turned on yet. Mr. Lenkowski stated when the room hit 80 there were space heaters on in the hallways and the door was propped open because the wires were going through it. He is sure that was a contributing factor. The room definitely needs to maintain 70° or below with low humidity. That should be at 45 to 50%. There will probably need to be a secondary cooling source put in there. Commissioner Kaiser stated when they met on Friday with the engineer and the contractors, he specifically asked if there was an exhaust fan in there like in the bathrooms that would be drawing air out of the room. He specifically asked the engineer if the 8th of an inch gap between the floor and the bottom of the door would draw enough AC air through there to keep it cool and the engineer's answer was that his people did the calculations and all of the rooms would be cool. Commissioner Tierney stated some of this would be discussed during executive session. Mr. Lenkowski stated it is currently 84.3° in that room right now. In that room currently is the fire alarm system, the door access systems, the network switch for the cameras, the network switch for the firehouse, the cable modem, and the router. He stated they need to remember that the exhaust system is not functional yet because they have not turned it on. Commissioner Kaiser stated it was mentioned that one concern is the dust as the place is not clean and the dust will screw up the air handler. Mr. Lenkowski stated that is a fair assumption. He stated the amount of dust that is inside of the IT equipment right now is ridiculous. When he opened the cabinet to relocate it to the other wall it was thick. Chairman Komorsky stated he did not believe it was fair to ask people on shift to go in and start dusting. He stated they will continue this conversation during executive session and asked Mr. Lenkowski to stay for that. Commissioner Kaiser stated there was a concern with the flooring from the ready room to the entryway. When you walked in the room the floor had a slight slope upwards to the door jam. The guy putting the floor down stated that this type of flooring cannot be on a curved edge. They leveled off the floor, put the new floor down, and now there is approximately an inch between the top of the tile and the bottom of the floor. Now there is a tripping hazard when you walk in the room, and the facility is supposed to be ADA compliant, and he is not sure how they are going to get a wheelchair over that. When they were there with the chief on Friday the builder indicated they could put a small strip of wood there on an angle to correct it. Commissioner Kaiser is not sure that will correct the issue, but it will take care of it as a tripping hazard. He specifically asked the engineer about it because this is a design flaw from them. He asked them how they would fix it and did not get an answer. The only response he got was that things come up. Chairman Komorsky stated the other thing that he found with these type situation is once you start adding small pieces of material, you have to keep an eye on those small pieces, because they tend to be the first things that need to be replaced. It tends

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to become a repetitive repair issue. He is not sure he likes the way that repair sounds and stated they should explore other venues to fix this correctly. Commissioner Kaiser stated they are talking with the people from the engineering firm. He told them that it was not a public access area any longer. It is the living area for career staff, and the engineer told him that was the first time he was hearing this. He stated he was told at the beginning of the project that the public would be in that area for meetings and drills and there would be public voting there during general elections. Commissioner Kaiser told him that was not the case, and the public would not be there anymore. The engineer also stated he does not understand how shifts work at a firehouse. Commissioner Kaiser stated when he first came on to the Board he asked the engineer if he had designed other firehouses and was told yes. He was taken back by the fact that they finished this project, and he still does not understand how shifts work and that there are people living in the building all day long. He seemed shocked that the washer and dryer were not going in the mechanical room anymore and Commissioner Kaiser knows they did speak about that in the past with the engineer. Commissioner Kaiser told him that the door design was a design flaw and that they had discussed the AC unit not being up against the wall and there is a gap there and to him that is also a design flaw. The mechanical vendor backed up the engineer stating that things change and he has worked it out and will bend a piece of metal to put it in that gap. Jonathan stated it is a different air handler unit than they were originally going to install. The mechanical vendor stated that when things change on a project you have to adapt to them. Commissioner Kaiser stated when they asked how things are going to be fixed no one gives him an answer. He stated that now there is an inch or more lift in the floor it becomes a tripping hazard and an ADA issue, and he cannot get an answer out of anyone. Commissioner Kaiser stated they are going to have to spend more money in the bathrooms, which will be more over cost runs. The sink in the bathroom is a mounted wall sink. It is 34 inches off the floor to accept wheelchair access. He asked if one bathroom had to be done or both and was told that both have to be done. With that being said the faucet that is attached is an automatic and the temperature is set so it cannot be changed. If you have someone shaving they cannot get hot water because it is the same temperature coming out all of the time. There are no knobs to make it hotter or colder. There is no cabinetry or shelving. It is a sink on the wall. Commissioner Kaiser told the engineer this is for people who are living here and it needs to be built like a house one with places to put razors or toothbrushes or hairbrushes. The shower itself has the spigot coming out of the normal spot that goes directly into a pipe that goes to a handheld wand. There is no shower head. They will now have to spend additional funds to get spigots for the showers so the guys can take a normal shower without holding the wand. But the wand still needs to stay there for handicapped accessibility. The bathrooms are very lacking. There are two closets there and they will need to search for shelving to put in there for toiletries or towels. He does not understand why they accepted a bathroom so sparse without considering people are living there and using these bathrooms. Chairman Komorsky stated these are unacceptable items and it will create more cost overruns. They are not going to have their engineer who created this plan do all of these things. He asked who would take on picking out the proper vanities. Commissioner Kaiser stated they are not going to get a vanity in there at this point. Commissioner Tierney stated he would like to discuss this in executive session because he needs to get several opinions on different things. Chairman Komorsky stated this needs to be done in short order as they would like to get staff in sooner rather than later. It is unacceptable the way that it is right now. Chief Champion stated there are items that need to be addressed inside that were not looked at during the beginning of this project. Commissioner Kaiser stated

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he is unsure how they are going to address all the dings and dents in the wall. Some of the molding around the doors is all dinged up. He doesn't understand why they have such a fancy floor and fancy ceiling but the molding around the doors are just cut pine painted grey. The trim work around the windows is painted battleship grey as well. The individuals have banged equipment into this and now it is all dented up. It is dented material now and they won't be able to fix it.

- Station 2 Septic - Chairman Komorsky stated he spoke to Denise Hanus. On Friday the 13th they are cutting the trees down. He spoke to the Chief, Jen and Bria, as they don't want anyone parking their cars up in the front just in case limbs come down or there are any debris issues. Everyone has been informed as well as staff and union members. Chief Champion stated he will send an e-mail out by tomorrow to make sure everyone is aware. Chairman Komorsky asked what chief staff was going to be here on Friday and Chief Champion stated he believed they would all be there. They will oversee the tree issue. Chairman Komorsky stated he will be here between 1:00 and 1:30. Chairman Komorsky stated he also signed the cost overruns for the removable bollards. Secretary Le has it in the package if anyone wants to review it. There were two of them. Commissioner Tierney stated they are ready to get started and it should move fast. Chairman Komorsky stated with it warming up so quickly they should be able to move on this. Treasurer Pozniak asked what the overruns for the septic were. Commissioner Tierney stated it was \$2200. Commissioner Kaiser stated the only other overrun would be if the chief staff decided to run an electric line over toward the training area so there will be power over there for the future. Chief Champion stated they would like six conduits. Chairman Komorsky stated it will require some plastic piping and conduit. They do not have a price on it yet. There will probably be some metal pole or piece of wood sticking up where the outlets would be so things can be plugged in. Treasurer Pozniak asked if he could be informed when they get an idea of what those numbers will be and Chairman Komorsky said absolutely. Chairman Komorsky asked Deputy Chief Zittel to work on the vendor with that. The Deputy Chief stated it has been done already.
- Station 2 Brick Repair – Commissioner Tierney said the vendor stated the weather is finally warming enough that they can schedule this. They do not have a start date set yet. They need to seal off the parapet. They will need to get a hold of the roof vendor. Commissioner Kaiser stated he thinks they need to get a quote for Station 1 for the brick work repair there as well just to get a price.
- Station 2 Emergency Generator Assessment – Chairman Komorsky stated he is having a call with Nick Cruden and some of the generator experts tomorrow at 1:30 PM here. The Chief will attend as well. They are trying to get that done sooner rather than later now that spring is here. Commissioner Tierney asked if the Chief got the part for the transfer switch. Chief Champion stated he has a quote for an out of box, new one and he is waiting for a quote on a brand new transfer switch for the manufacture make and model that is compatible and will work with the generator that is out there. As soon as he does that he will determine whether or not it is within his spending limit and let the Board know. Chairman Komorsky stated he will let everyone know the status after tomorrow's call.

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- Station 3 IT Room Repairs – Chief Champion stated Mr. Devens is in process to do the room. Chief Champion did not get down there before today's meeting to see how far he has gotten but he does have the foam board up for the exterior walls. He has not expressed any concerns. He is getting there towards the evenings and on weekends as that station is not manned 24/7. That does help with his schedule for other work that he's doing for other agencies. Commissioner Kaiser stated in regard to Station 3, Steve Turner has gone above and beyond. In addition to snaking the lines last time, he is going to go back next week to re-snake everything in both bathrooms. He is not charging anything additional for that. The signs are up in all of the bathrooms stating no one should be flushing other items. The chief staff had approached Commissioner Kaiser about opening up the old 13 bay to fit the trucks side by side. He went over this with the president because there is a bunch of junk that just needs to be cleaned out. There is a big workbench along the whole wall that needs to be taken down. Under the bench is the compressor for the rigs. Steve Turner will handle moving all of that. He will do the electrical for that as well. It is within his scope. They are going to cut the workbench in half and move it up against the back wall. They will have the compressor under it like it is now. They will be getting rid of all of the old metal cabinets as there was nothing in them. That will open up both sides of the bays. Half of the workbench will be discarded. Chief Champion stated he is meeting up with an electrician at Station 3 later this week to do the electrical needs assessment for moving the compressor to the back wall. He was looking at a few additional contractors for bringing quotes to the Board to get that work done. Commissioner Kaiser stated that Steve was their mechanical person originally to do this type of work. He will share the information for work to be done with Chief Champion so he can get additional prices. Chairman Komorsky stated there were flammable chemicals kept in those metal cabinets. He wanted to be assured that they would be disposed of properly and Commissioner Kaiser stated they would have to look into how to get rid of the foam and the rest of the items. The metal cabinet was a district purchase, and the other metal cabinets were Station 3 purchases. He stated Scott told him if anyone wants them, they can take them. If not, there are two good ones and they will be put outside with a free sign on them for someone to pick up. If that doesn't happen they will have to discard of them. There is no rush for this. It is just something that the chief staff was looking to get done. Chairman Komorsky asked when the Chief's plan was to have the vehicles put into the bay side by side. Chief Champion stated it cannot be done until all of that work gets done. There are two vehicles that can presently fit in there now and they have been positioned in there for the last few months. It just depends on what the needs of the fire district are at the time and what engine may or may not be in service. 68 and 61 can fit in 13's bay. 13 can fit in the bay going towards the rest of the building. The issue comes in because you cannot get around 13 without opening the door because the boats are in the back. As the water is rising the boats should be coming out to be put in service and then the boat will be brought here for the time being.
- Staffing Community Events – Chief Champion stated he has nothing new since the last meeting.
- Lexipol Policy Updates – Chief Champion said he and the deputy chiefs continue to work on the best practices. The table of contents was provided to legal. He does not recall seeing any communication back on this at this time. Attorney Hekle stated that Tom Petriccione at his office has been working on it. There are two parts, the mandatory subject to bargaining piece

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as well as the shortlist from the policies that are missing. He did speak with Tom earlier this week and Tom will be reaching out to the Chief within the next few days to wrap this up.

- Operational Software Overview – Chief Champion stated ESO did get back to him. He has initiated the closeout on some of the platforms within that operating system. He has yet to receive a reply regarding moving forward on that. There was a meeting held with First Due and one of the captains, Bria, and Jen. They all have some homework to do as a result of that meeting. They will be getting together to have another meeting within the next few weeks. They will be discussing training and tracking in the new system within the New Year, options and items in scheduling, as well as some tracking and LOSAP issues. Once they get together he will provide additional updates. Chairman Komorsky asked if the Chief had a turnaround time on the ESO issues. Chief Champion stated he is unsure. He replied to them midweek last week. He did receive an automated e-mail that he replied to and filled out what platforms they are looking to drop. They are still operating in that system for EHR. He is not sure if the incident reporting still needs to tie to that as well. He left the personnel management and the scheduling for now but everything else from hydrants, inspections, incidents, preplan, the checklist, and the ANC can all be dropped as they are not using them at this time. They have been integrated into First Due. Chairman Komorsky asked if he sent out the ISO letter to New Jersey and Chief Champion said yes.
- Grant Update – Chief Champion stated he is still compiling information for the SAFER Grant as requested by their FEMA contact. He is compiling the remainder of the payback into one lump sum submission, which is in process. Deputy Chief Merritt and he will be getting together to complete the process for the County grant so they may be reimbursed for the Lucas device that they are so graciously purchasing after their initial investment. The Federal government is still on shutdown, so he is waiting for them to reopen to continue moving forward with that process. He informed Treasurer Pozniak that he received an e-mail regarding their SAMS Membership. He asked if it was up to date and Secretary Le stated it should be. Treasurer Pozniak stated he believes those are companies trying to sell there registration business. He stated he will be in tomorrow so they can double check. Secretary Le stated she is pretty sure it was renewed in September or October of last year and she will double check to be sure. Chairman Komorsky stated he wanted everyone to know that he and the Chief spoke with Alex Betke, who will be helping them with smaller grants on a timelier basis. There are several small grants that he is more than willing to help them with that would be beneficial to the fire district.
- Grant Writing Update – Deputy Chief Zittel stated this is in a holding pattern with the government shutdown. He was approached by a mutual aid department for a combined grant for radio replacements. Once they are moving forward with grants they will look into this further. Chairman Komorsky asked if they have heard anything regarding the change of SCBA's as far as the ability to get reimbursed by the state or government for new SCBA's or tanks. Deputy Chief Zittel said no. He started they're doing research and he feels they are fine doing what they are doing.
- Mechanical System Service Agreement - Secretary Le stated they got the proposal from Redemption Mechanical at the last meeting, and they were just waiting on a couple of other potential quotes as alternates. Chief Champion stated he, Commissioner Tierney, and Jen got

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on a Teams meeting and ran through the requirements that the district is looking for regarding maintenance of mechanical items. He was speaking with Commissioner Tierney tonight so they will get the information out to other companies for quotes. Chairman Komorsky asked if they only get the one price from Redemption would that be OK and Treasurer Pozniak stated it would be because they did advertise for it. They just need to document that. If only one person responds, so be it. Chief Champion stated it will go out between now and next Tuesday. Chairman Komorsky asked how much time they give it to be out before they require prices to be back, and Treasurer Pozniak stated whatever they feel is reasonable. It could be two weeks. Attorney Hekle stated he had no issues with that as well.

- Town of LaGrange Board Meeting Update - Chairman Komorsky stated everyone had a copy of this in the packet. On February 19th there was nothing on their meeting agenda that had anything to do with the Fire District. One item was a site plan and special use permit for a ground mounted solar. One was a lot line realignment. One was a proposed project subdivision which they probably should have heard about. It is on 8.052 acres. He asked if Chief Champion heard anything from the Town and the Chief said no. Chairman Komorsky stated that he and the chief sat with the Town Board and asked to be kept in the loop and they're clearly not doing what they said they would do. They will need to be reminded again. There was also a Page Lumberyard amended site plan subdivision that the Fire District was aware of. They spoke about the Daley Farm subdivision, which has been discussed for years. It has not yet been released, but it will be a large project. Commissioner Kaiser stated he understands it to be from Daley Road behind Gold's Gym all the way around Davis pond and all the way over. Chairman Komorsky stated the lot across from Noxon Road is privately owned as is the lake. Chairman Komorsky stated it is proposed to be townhouses and owned by the owners of the proposed Town Center. They also discussed Rolling Meadows, which is also known as Pegasus Farm. They have already cut the trees down there. They are proposing a traffic light there as there will be approximately 36 homes. Chairman Komorsky stated he feels they need to send a note from the fire district and chief staff to the town board reminding them that they should be informed prior to the meeting. Chief Champion stated he did not attend the Planning Board meeting, but he did attend the Town meeting. Chairman Komorsky stated that they had requested the Town have the Planning Board keep the Fire District in the loop. He stated there was also supporting documentation presented for a Public Hearing on the proposed law for short term rentals. Air B&B's are included in this. There was also a consideration of an RFP for sludge removal, consideration for tree clearing, and a few other agenda items that had nothing to do with the Fire District. Chairman Komorsky stated he is writing a letter with the Chief tomorrow reminding them to inform the Fire District prior to the meetings. Chief Champion stated he did attend the Town Board meeting and thanked them for letting him speak. He provided them with the numbers for last year and gave them an up-to-date account for responses thus far this year. He did ask about the two codes they have discussed, and he was told that they have a lot of information in front of them and are reviewing the data appropriately. Chairman Komorsky stated he will go to the next meeting and hopefully they will have some resolution on this sooner rather than later.
- Building Repairs/Repair Requests – Chairman Komorsky asked if there were any other building or repair requests that have not yet been discussed. There were none.

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NEW BUSINESS:

- Generator Service Agreements – HO Penn – Chairman Komorsky stated everyone had a copy of the agreement in their packet. Secretary Le stated it is a separate agreement for each station so they should each have three agreements. Chairman Komorsky stated it starts with the basic agreement and the scope of work details total cost for the agreement. Station 1 is \$1389 each year for three years totaling \$4167. Commissioner Tierney asked if they paid this in one lump sum or if they pay it out each year and Chairman Komorsky stated he believed they paid it as one lump sum. Treasurer Pozniak stated he believes they should pay year to year and Secretary Le states she believes they have paid annually in the past. Chairman Komorsky stated hopefully at Station 2 when they get the new generator they will not have a pay per service fee because it will hopefully come with one. He stated that on Station 2 and Station 3 the contact information needs to be changed to Chief Champion. Station 2 basic agreement and scope of work is listed at \$4167 for a three-year contract which breaks down to \$1389 each year. Station 3 basic generator service agreement is also \$1389 each year for a three-year contract price of \$4167 with the same scope of work.

Upon a MOTION made by Commissioner Kaiser and SECONDED by Commissioner Tierney, the Board RESOLVED to accept all three basic generator three-year contracts from HO Penn for all three stations in the amount of \$1389 each year for a total of \$4167 per year per station. Kaiser – Aye, Taft – Aye, Tierney – Aye, Komorsky - Aye. **Motion Carried.**

REPORTS: (by officers present)

- **Treasurer Pozniak**

Treasurer Pozniak stated Commissioner Tierney had asked him to speak about the Building Reserve Fund as you look forward to Station 1 Phase 2 and other future considerations. They have done a preliminary analysis. They took all the money they have in the reserve, all the money that has been contributed to the reserves, and the estimated project expenditures that have been approved. These are estimated because as they have seen with almost every project the actual final price is a little different than the original assumption. Once they are done with all of the projects that are currently underway, for the year 2026 they will have approximately \$440,000 remaining. That \$440,000 would be looking to be allocated towards the Phase 2 project. They did have a discussion about raising the contribution to the reserve from \$515,000 that they have contributed this year up to \$900,000 for 2027. That is a significant increase for what they are allocating. That would get finalized when they adopt the budget in the fall. As it stands now that is what they are thinking. If they did that then they would allocate approximately another \$500,000 to the Phase 2 project and approximately \$240,000 to the Station 2 repairs in 2027. There would also be an additional \$30,000 for black top sealing. With this current model of \$900,000 being contributed in 2027, if you looked at Phase 2 As a 2026 – 2027 project, they would have something in the neighborhood of \$945,000 available of which approximately \$185,000 of it would be for engineering. That would leave \$760,000 for construction. Commissioner Tierney stated he will need to continue this discussion in executive session as he needs the attorney's advice on a few things. The budget is very tight. There are a lot of insurance issues that came in this month that they need to look at as well. The budget will be tight for the remainder of the year. Treasurer Pozniak is working to give them a full readout for the end of the month. That will hopefully entail the salaries,

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equipment, the trucks, and all of the other incidentals that they need to do. At that point they should have a better understanding of their position going into April. Chairman Komorsky asked if based on those numbers it meant that they would not get new bathrooms here at the entrance until 2028 at the earliest. Treasurer Pozniak stated he thinks that is part of the \$240,000 that would be allocated for 2027. This is just a plan at this point. This would be to spend \$440,000 on Phase 2 this year, \$500,000 on Phase 2 next year, \$240,000 on Station 2 next year. That would include ready room, entrance, downstairs bathroom, and kitchen cabinets. This is not approved but it is just their concept which they will need to know before they can approve other projects. Chairman Komorsky stated the tax levy plays into this as well. Treasurer Pozniak stated he does want to emphasize that this plan has an increase in this line from \$515,000 to \$900,000. That is a \$385,000 increase in just this line item. That is not coming from savings, but someplace else. It is coming from a tax increase. It is a big number. In order to achieve that plan this is the minimum increase they would need to make. That's not counting any additional increases in other line items. Commissioner Taft stated he believes that they were discussing not dumping a ton of money into Station 1, Phase 2. They did discuss getting in there and just patching things up and then discussing how they would move forward. Treasurer Pozniak stated until they have money in hand he is always a little reluctant to promise anything. Commissioner Taft stated they would discuss this further in executive session.

- **Chief Anthony Champion**

- **Membership** – Chief Champion stated one volunteer and one career member simultaneously attended instructor training this last weekend and the weekend before. They had both successfully completed that training. He and the chief staff appreciate the individuals going to that training and they look forward to their inclusion in future training moving forward.
- **Vehicles** – Chief Champion stated Captain DeMILto has provided an update on where they are over the last few months. Chief Champion is in the process of putting it into the folder labeled mechanic updates under the Board of Fire Commissioners in the Teams file for them to review at their leisure. They have had a lot of repairs for 47-11, 12, minor things like wiper blades and light repairs. Two out of the four ambulances are getting oil changes this week. They will be getting a lot of new tires in the future. They have 3 new individuals that have recertification going on right now for driver training. They need to make sure that they are driving appropriately and understand everything. That does include backing up with a spotter. Captain DeMILto did send his apologies for not being able to attend this meeting in person.
- **Civil Service** – Chief Champion stated he had nothing to report at this juncture.
- **Updates** - Chief Champion stated last night they had a unique incident. There was a tree that fell and struck an individual. Those who responded were Deputy Chief Zittel, Captain DeMILto, Lieutenant Wern, Medics Hackett, Edgar, Brinson, Rogers, Pierson, EMT Wells, and Pleasant Valley for their mutual aid response, Dutchess County Sheriffs, Air Med out of NJ, and County resources. Through the combined efforts of all of these individuals, the top notch care that they have come to talk about was

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delivered to this individual and they were flown down to Westchester Medical. Deputy Chief Zittel will be happy to share anything about this incident after the meeting as Chief Champion was unable to be present for it. Commissioner Tierney stated he listened in on the scanner and the communication, actions, sequences, and everything seemed flawless. It is something they should all be very proud of. Chairman Komorsky asked if the Deputy Chief was command on the scene and he said it was between himself and Captain DeMILTO, but Captain DeMILTO ran most of the scene. Chairman Komorsky stated on behalf of the Board of Fire Commissioners, please let him know that he did a wonderful job, as did everyone else on the scene. Chairman Komorsky asked how long it took for the helicopter to come in from the time they made the call and Deputy Chief Zittel stated approximately 20 minutes. Chairman Komorsky stated he asks because it shows the length of time the staff was caring for the patient while waiting for the helicopter to show up. It is very impressive for what was done and the care that he received. It is outstanding. He wants to make sure they all know that they all did a great job. Commissioner Kaiser stated last night online he saw that the command staff asked for an ambulance to be put in the district as a backup as they were all consumed with a major event and the response was that there were none available. He wants to make it known that they have a great service in this town and there is not a lot of service that other towns are getting like this town is and there is not mutual aid available as well. The concern is that they cannot backfill an ambulance in their town when there is something big going on. This is a major concern for the county to answer. The other topic that he has on this is their online presence and if this is a good time to put out a piece for public relations regarding something like this. Chief Champion stated this is definitely the type thing to put something out for. With the help of IT, they're working on setting up a new Facebook page and the Chief Staff and appropriate individuals will be given logins for this so they can work together and provide a public facing immediate response to people's inquiry as to what is going on within the County of Dutchess. Chairman Komorsky reminded them to be careful in regard to HIPAA laws. Chief Champion stated that any statement that he or the other Deputy Chiefs or Public Relations Officers make will not have names on it. The only names will be the responding agencies involved. It is very nebulous as to what they are sharing. Commissioner Kaiser stated people don't realize what goes on in this town and this would be a good exposure. Chief Champion stated he is working on a press release for this, but it is not his opinion that this event needed immediate posting to Facebook, the website or any other media website as the event was going on as the staff was too involved in the top notch care. Commissioner Kaiser stated he does understand that and appreciates that the Chief went to a Town Board meeting but knows that they would be unaware that something like this even happened last night if there is no public notice about it. This would be a good type of thing to incorporate into the quarterly report to the Town Board that they discussed.

- **Executive Session** – Chief Champion has two personnel items for executive session and a follow-up question regarding an e-mail that was shared.

BoFC Regular Meeting 3/10/26

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- **Deputy Chief Bryan Zittel**
 - **Out of County training** – Deputy Chief Zittel stated he believed they had a prior request for four people to attend the Rescue Tech conference. He does have two names of people who would like to attend. It is a weekend in Oriskany. It is Casey Higham and Joe Zaluski. Chairman Komorsky stated this has already been approved by a motion, so they are good to go.
 - **New Hires** - Deputy Chief Zittel stated the new hires are at week 6. They are wrapping up their daytime training, so they have been on a six-week day schedule. Starting next week, they will rotate into their 24 hour schedules. They are still in training. This week they spent doing pumping, driving and tomorrow will be a vehicle extrication and stabilization. As they continue on in the groups with their 24 hour rotations they will finish their ambulance calls, reiterate the training they have already started and in a couple of weeks they should be in the mix. Chairman Komorsky asked if it was determined what groups they would be on and Deputy Chief Zittel stated yes.
- **Deputy Chief Scott Merritt**
 - Training - Deputy Chief Merritt stated last week they had a 7 hour RSI class with approximately 30 members attending the training and 15 of them became RSI certified. Right now, they are working to finalize their internal process, and they will be putting this program into service in the near future.
 - They are working with Dutchess Community College to host refresher classes for American Heart Association pediatric advanced life support and advanced life support. Those dates are posted for the end of this month and the first week in April. He, Captain Wern, and Firefighter/Medic Cummings will be teaching that to the members, and they will be using the new simulators and mannequins that they have just purchased. Commissioner Tierney asked if they have the mannequins that have the tool that they can intubate them on and Deputy Chief Merritt said yes that is the one he picked out. Commissioner Tierney stated that class was tremendous. He happened to walk in on it and was handed a tool and told to intubate someone. It was a mannequin. It is a tool with an LED light on it. To get an appreciation for this, he would love to have Deputy Chief Merritt set this up at the end of the next commissioners' meeting and have each one of the commissioners try it. It was very rewarding to see it and watch it. Commissioner Kaiser stated he has seen it in the field for 33 years. Deputy Chief Merritt stated he could set up the mannequin any time they would like. He is willing to show them whatever they would like to see whenever they stop in.
 - Controlled Substances - They're rolling out some new training with the controlled substances starting on Friday for the paramedics. They will be looking at the medications and the reporting software that they have. They will be in a position to switch over to the new program hopefully within the next few weeks.

Commissioner Tierney asked if he could add on to his report and update on the ambulance specs. Deputy Chief Merritt stated they have a vendor coming in next week. There is a second vendor who would like to come in within the next few weeks.

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- **Department** – Chairman Komorsky stated there was no one present from the department. Commissioner Kaiser stated the department is working on a date with the Chief for a department meeting, but it will probably be in the later part of April. He will let the Board know when a date has been picked.
- **Union** – Union Reps Jason Ryan and Louis Tambini stated they had one item for contractual discussion in executive session.

PUBLIC COMMENTS:

At 7:16 PM, Chairman Komorsky opened the meeting to public comments. There was no one.

Chief Champion handed out information to the board members regarding the purchase of new three inch hose. These would be 50 foot lengths and 25 foot lengths. There are 6 quotes that he has included. They are listed from the least expensive to the most expensive. These are for a quantity of 30 3-inch 50-foot lengths, eight 3-inch 25-foot lengths, and then they add in two additional lengths after the quotes were received. Chairman Komorsky asked if there was a difference in the wear for the different manufactured hoses. Chief Champion stated they did do testing and tried out these hoses. The top quote is what they have had in the past and it has served them well. The new Garrison price would be \$13,583.20, the MES quote is \$13,920, and the NY Fire Equipment price would be \$14,160, the Stateline price is \$15,710, and the Golden is \$16,275, MES is \$23,256. Deputy Chief Zittel stated they did approach the Board last year regarding this purchase after hose testing. The money was budgeted, but it was not purchased last year so now they have to deal with the 2026 prices.

Upon a MOTION made by Commissioner Kaiser and SECONDED by Commissioner Tierney, the Board RESOLVED to the staff recommendation to purchase the hose replacements as per the quote from Garrison in the amount of \$13,583.20.

Kaiser – Aye, Taft– Aye, Tierney – Aye, Komorsky – Aye. **Motion carried.**

Chairman Komorsky asked what the turn around on this would be and Chief Champion was unsure, but he will get the order placed tomorrow. Chief Champion stated every year the Board pays for a vendor to come in and test the hose. They check for leaks and wear and tear or movement and stretch on the couplings. Every year that it passes is another year that they don't have to replace that length. Commissioner Kaiser stated one year they could have one length blow and another year they could have 10. Deputy Chief Zittel stated there were also changes to NFPA recommendations regarding the age of the hose being over 25 years old and passing and now they have added a year cut off and some of this hose is older than that, so it needs to be replaced whether it passes or not.

Commissioner Tierney stated last year they had a good discussion regarding shorts for the firefighters. He did his own research, and they are NFPA approved. He has seen a lot of other fire departments using them. He has had some staff express that they would like to wear shorts in the hotter weather. He would like to have a discussion regarding people's opinions. If there is no discussion he would like to make a motion. Chairman Komorsky asked if the chief staff had any conversation they wanted to contribute to this or if they would like to discuss it further and table a decision until the next meeting. Chief Champion stated they have tried to

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outline parameters in the policies that are yet to be approved. He is unsure if they want to be reviewed in executive session. He has no problem having further discussion on it and having a decision made this evening if the Board is amenable to it.

ABSTRACT: \$472,767.59

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Kaiser, the Board RESOLVED to pay the bills for the end of February and beginning of March 2026, as per the abstract for \$472,767.59. Kaiser – Aye, Taft– Aye, Tierney – Aye, Komorsky – Aye. **Motion carried.**

EXECUTIVE SESSION:

At 7: 26 PM, upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Kaiser, the Board RESOLVED to go into Executive Session to discuss one policy development and two contractual issues from Commissioner Tierney, one item contractual from the Union, two personnel and email follow up item from Chief Champion, one item personnel from Deputy Chief Zittel, and one contractual issue from Deputy Chief Merritt. Kaiser – Aye, Taft– Aye, Tierney – Aye, Komorsky – Aye. **Motion carried.**

OPEN SESSION:

At 9:45 PM, the Board resumed Open Session.

Chairman Komorsky asked if the Chief would get back to the Board with the parameters for adding shorts to their uniforms. Chief Champion stated the policy is pretty much completed. There are just a few tweaks in that section.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to approve the use of NFPA approved shorts for the career staff between the months of April and November with the understanding that Command Staff will come up with procedures and a process and guidelines for their use. Kaiser – Aye, Taft– Aye, Tierney – Aye, Komorsky – Aye. **Motion carried.**

PREPARE 3/24/26 MEETING AND WORKSHOP AGENDA: Secretary Le will prepare this. She reminded everyone that there would be a meeting on the 31st at 4:00 PM for a budget discussion.

ADJOURNMENT:

At 9:50 PM, upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Kaiser, the Board RESOLVED to adjourn the meeting. Kaiser – Aye, Taft – Aye, Tierney – Aye, Komorsky – Aye. **Motion carried.**

Respectfully submitted by

Julie Beyer on behalf of

Bria Le – District Secretary

Approved by the Board of Fire Commissioners on 3/24/26

BoFC Regular Meeting 3/10/26

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VENDOR	Amount Due	PO #	3/10/2026
AMERITAS INSURANCE ✓	\$ ✓1,245.88	15169	DENTAL INSURANCE-STAFF
ASHLEY MECHANICAL ✓	\$ ✓52,913.10	15157	STATION 1 RENOVATION-JAN WORK
ASHLEY MECHANICAL ✓	\$ ✓1,900.00	15175	STATION 1 RENOVATION-FEB WORK
BOTTINI FUEL ✓	\$ ✓2,401.17	15163	DIESEL FUEL STAT 2
BRANDLS TOWING ✓	\$ ✓133.00	15158	TOW 47-85
BRENDON WHALEN ✓	\$ ✓360.00	VCHER	FDIC MEALS PER DIEM
BROWN & WEINRAUB ADVISORS ✓	\$ ✓5,000.00	15180	PROFESSIONAL LOBBYISTS
BRYAN ZITTEL ✓	\$ ✓360.00	VCHER	FDIC MEALS PER DIEM
CASSONE LEASING ✓	\$ ✓1,998.00	15194	TRAILER RENTAL STAT 1
CENTRAL HUDSON ✓	\$ ✓4,521.74	15186	STATION 1 ELECTRIC
CRYOWELD ✓	\$ ✓33.88	15178	EMS SUPPLIES RENTAL
DUTCHESS TIRE CENTER ✓	\$ ✓3,527.68	15165	TIRES 47-55
DUTCHESS TIRE CENTER ✓	\$ ✓4,923.02	15179	TIRES 47-12
FREIHOFER SPRINGWATER ✓	\$ ✓167.40	2026BL	5GAL WATER DELIVERY STAT 1 & 2
FRONTIER COMMUNICATIONS ✓	\$ ✓181.66	15181	LOCAL/LONG DIST SVC STATION 1
HAUN WELDING ✓	\$ ✓8.29	15164	EMS SUPPLIES RENTAL
HENDRICKSON FIRE RESCUE ✓	\$ ✓3,043.20	15167	47-12 PREVENT MAINT
HENDRICKSON FIRE RESCUE ✓	\$ ✓11,422.84	15160	REPAIRS TO 47-12
JAMES PUBLISHING ✓	\$ ✓175.00	15188	OFFICERS GUIDE
JEFF KAISER ✓	\$ ✓100.00	VCHER	REIMBURSEMNT FOR COMMISSIONER TRAINING CLASS
JULIE BEYER ✓	\$ ✓280.00	2026BLE	PERSONNEL SERVICE-TRANSCRIPTION
JULIE BEYER ✓	\$ 280.00	2026BLE	PERSONNEL SERVICE-TRANSCRIPTION
KOSCOHERITAGE ✓	\$ ✓1,659.71	15172	FUEL OIL STATION 1 & 3
M&O SANITATION ✓	\$ ✓450.00	15159	SEPTIC PUMP STATION 2
M&O SANITATION ✓	\$ ✓450.00	15195	SEPTIC PUMP STATION 2
MASSMUTUAL INS ✓	\$ ✓429.75	15197	LIFE INS PREMIUM-CAREER
MEDICAL WAREHOUSE ✓	\$ ✓1,337.20	2026SM	EMS SUPPLIES
MEDICAL WAREHOUSE ✓	\$ ✓208.39	2026SM	EMS SUPPLIES
MEDICAL WAREHOUSE ✓	\$ ✓1,135.20	2026SM	EMS SUPPLIES
MEDICAL WAREHOUSE ✓	\$ ✓633.50	2026SM	EMS SUPPLIES
MES SERVICE CO ✓	\$ ✓196.00	15150	REPAIRS/CHANGES TO UNIFORM-CHIEF STAFF
MES SERVICE CO ✓	\$ ✓33.00	15152	UNIFORM-CHIEF STAFF
MES SERVICE CO ✓	\$ ✓2,875.00	14990	RESCUE TOOL SERVICE
MES SERVICE CO ✓	\$ ✓130.00	15119	UNIFORM-CAREER
MES SERVICE CO ✓	\$ ✓2,775.37	15093	PPE EQUIPMENT
MES SERVICE CO ✓	\$ ✓188.37	15148	SCBA REPAIRS
MES SERVICE CO ✓	\$ ✓661.79	15151	GAS DETECTION SENSOR REPLACEMENT
MES SERVICE CO ✓	\$ ✓198.00	15149	SAMPLE PPE FF GLOVES
MES SERVICE CO ✓	\$ ✓336.08	15114	PPE SUSPENDERS
MES SERVICE CO ✓	\$ ✓2,050.00	15045	TURNOUT GEAR REPAIR
MES SERVICE CO ✓	\$ ✓392.00	14833	UNIFORM-CAREER
MES SERVICE CO ✓	\$ ✓100.95	15182	SCBA SERVICE
MEYER CONTRACTING ✓	\$ ✓66,751.13	15176	STATION 1 RENOVATION-DEC WORK
NYSHIP BENEFITS ✓	\$ ✓147,723.03	15190	NYSHIP BENEFITS PREMIUM
O'REILLY AUTOMOTIVE ✓	\$ ✓95.44	15173	47-98 OIL/FILTER
PAUL DEMILTO ✓	\$ ✓360.00	VCHER	FDIC MEALS PER DIEM
PROCLAIM INC ✓	\$ ✓9,383.87	15166	AMBULANCE TRANSPORT CLAIMS
RBT CPAs ✓	\$ ✓5,333.33	15192	AUDIT-2022 SECOND PROGRESS BILLING
REDEMPTION ✓	\$ ✓1,800.00	15199	STAT 2 DUCTWORK CLEANING
RUGE'S FORD ✓	\$ ✓475.68	15187	VEHICLE PARTS
SAFEGUARD ✓	\$ ✓105.99	15200	OFFICE SUPPLIES-BUS CARDS
SALEMSYS ✓	\$ ✓1,941.40	15183	STATION 1 IT WORK
SALEMSYS ✓	\$ ✓7,702.50	15184	IT HOURS OVERTIME FROM 2025
SALEMSYS ✓	\$ ✓992.00	15185	IT SVCS-TOUGHBOOKS/DOMAIN RENEWAL/LAPTOP REBUILD
TOTAL SUBMITTED (FROM PAGE 2)	\$ 472,767.59		

TRPO \$240

Hot Energy

VENDOR	Amount Due	PO #	3/10/2026
THE WORKPLACE ✓	\$ 2,591.00	15177	ANNUAL PHYSICALS
TOMPKINS INV ✓ <i>Elan Financial</i>	\$ 18,947.34	15171	CC CHARGES
TRAILER KING ✓	\$ 889.34	15143	PLOW FRAME REPAIR
UTICA INSURANCE GROUP ✓	\$ 95,505.23	15170	COMMERCIAL INSURANCE POLICY RENEWAL
VERIZON ✓	\$ 80.99	15174	STAT 3 FIOS INTERNET
VESO INSURANCE ✓	\$ 163.49	15198	LIFE INS PREMIUM-VOLUNTEERS
WEX BANK ✓	\$ 709.66	14196	CC FUEL PURCHASES
TOTAL SUBMITTED	\$ 472,767.59		Commissioner Signatures:
<i>changes listed:</i>	<i>- 210</i>		<i>Marc Komorsky</i>
	<i>472,737.59 ✓</i>		<i>03/10/2026</i>
			<i>Robert Taft</i>
			<i>3/10/2026</i>
TOTAL APPROVED			<i>Jeff Kaiser</i>
KEY:			<i>2/10/26</i>
pre-paid:			<i>Vince Tierney</i>
Paid:			<i>3/10/20</i>
			Vince Tierney

H.O. PENN MACHINERY CO., INC. PREVENTATIVE MAINTENANCE AGREEMENT

This preventative maintenance (PM) agreement dated January 13, 2026, is being entered into by H.O. Penn Machinery Company, Inc. (hereinafter referred to as the “Vendor”) and LaGrange Fire District, Account #10147, (hereinafter known as the “Owner” or “Company”) for the purpose of maintaining a preventative maintenance program on the equipment listed below:

Model: D60S4
Serial: N4D00570

Contact Name: Tim O’Connor, Fire Chief
Phone: 845-452-4989
E-Mail Address: Chief@lagrangefireNY.us

Physical Location of unit(s): Station 1

I. BASIC AGREEMENT

Upon acceptance of this Agreement, The Vendor will render service and/or inspection on the listed equipment as set forth in the Scope of Work Details. All inspections and preventative maintenance will be conducted during regular business hours (7:00 A.M.-3:30 P.M. Monday through Friday), unless otherwise stipulated below. The Vendor will respond to after-hour calls should the Owner authorize such calls. Said calls will be billed at the published labor rates for the applicable time. It is understood that the Vendor is responsible only for the work called out in the Scope of Work Details Attachment I. and that the Owner will pay the Vendor at prevailing rates for any parts or labor used in accomplishing additional work or repairs that may be needed.

II. SCOPE OF WORK DETAILS - Please see “Attachment I”

III. TOTAL COST OF THIS AGREEMENT: \$1,389.00 each year for 3 years totaling \$4,167.00

IV. TERMS

- 1. SPECIAL INSTRUCTIONS:** Standard two (2) visits a year PM service agreement. One (1) Major PM service and one (1) Minor PM service a year.
- 2.** This agreement will run for thirty-six (36) months from the anniversary date of April 1, 2026, to March 31, 2029.
- 3.** Payment will be made upon presentation of invoice at the time services are completed, unless specified above under special instructions. **\$904.00 for Major PM and \$485.00 for the remaining Minor service performed.**
Prices DO NOT include taxes, freight or environmental charges.
- 4.** Payment is due thirty-(30) days from date of invoice. Should payment not be made in accordance with Item # 3 above, this agreement may be canceled without further notice or obligation by the Vendor, after thirty (30) days’ written notification.

V. LIMITATION OF LIABILITY

It is further understood that the Vendors liability is limited to the repair of work or material actually used in this Agreement for the length of the terms of the Agreement. The Vendor shall not be liable for any losses, damages, injuries, claims, demands and expenses, including, but not limited to, consequential or incidental damage, caused by war, Acts of God, Acts of terrorism, governmental regulations, strike, loss, damage, destruction, obsolescence, claims by third parties, or loss by the Owner as a result of the failure of the equipment to perform or any loss or claim not herein specified, but of a contingency nature.

VI. WARRANTIES

Vendor represents and warrants that Vendor is fully equipped, experienced and qualified to perform the Services set forth in this Agreement, and the services shall be performed in a timely and professional manner. The repairs will conform to or exceed, in all material respects, the specifications described in the Agreement, as well as the standards generally observed in the industry for like services. All materials used in the provisions of the services shall be of first quality, remanufactured or new in all respects and not used, unless new is not available, in which case, with prior Owner's approval, used or remanufactured parts will be used. Vendor further warrants that all materials, equipment, and labor supplied to Owner are and shall be free from errors, faults and defects in workmanship, construction, structural and functional design, material and operation and in conformance with the requirements of this Agreement for a period of six (6) months following the completion of the Services to Owners satisfaction. During this period Vendor, at Vendors expense, shall repair, replace or correct defective or incorrect Services performed by Vendor or its subcontractors.

VII. ADDITIONAL WORK

It is understood that, from time to time during the term of this Agreement, Owner may request Vendor to perform services or provide materials which are not set forth in the Agreement but are related to the services encompassed within the Agreement (herein "Additional Work"). Vendor hereby agrees to perform such Additional Work so long as prior to the performance of such Additional Work, Owner shall authorize in writing the scope of such Additional Work and compensation payable to Vendor for the full performance of said Additional Work. In the event Vendor shall fail to secure such a writing relating to such Additional Work, any such work thereafter performed shall be deemed a part of the Agreement and Vendor shall not be entitled to any additional compensation, therefore.

VIII. COMPLIANCE WITH SAFETY REGULATIONS

The Vendor shall provide trained personnel to perform Agreement Duties or Additional Work in compliance with OSHA General Industry Standard (29 CFR 1910). The responsibility for the implementation and enforcement of health and safety requirements for Vendor personnel lies with Vendor and its safety support staff. Vendor will provide electronic Material Safety Data Sheets (MSDS) in compliance with OSHA Hazard Communication Standards at the Owners' request. Vendor shall take precautions for the safety of, and provide the necessary protection to prevent damage, injury, or loss to:

- a. Vendor personnel at the work site.
- b. materials or equipment to be provided, incorporated in, or utilized in connection with, the Agreement Duties, whether on or off the work site.
- c. the work zone in control of the Vendor.

It is the policy of H.O. Penn Machinery to provide a safe work environment for its employees by eliminating recognized hazards from the workplace. Our health and safety program assures compliance with federal, state, and local regulations with particular emphasis on the regulations that apply to our operations. Health and safety are functional responsibilities of each supervisor.

The Owner will provide a safe job site/area that is free of debris and is not hazardous for the Vendors employees to work in, including provision of safe and OSHA compliant access to the items being serviced.

Any site-specific safety requirements or hazards at the work zone shall be communicated to the Vendor and its on-site personnel by the Owner.

SUMMARY

This document represents the final, complete, and exclusive Agreement between the Vendor and Owner, there are no promises or agreements on the part of either party hereto except as herein contained. Any amendment hereto must be in writing and signed by authorized personnel of each party. Amendment or termination of this Agreement may be made by either party within thirty- (30) days of written notice.

For H.O. Penn Machinery Company:

Scott Brandl

By: Scott Brandl /ko

Date: January 13, 2026

Title: EPG Product Support Rep.

Engine Product Support Mgr. _____

For Owner: LaGrange Fire District

By: _____

Date: _____

Title: _____

Manager approval: _____

Attachment I

H.O. Penn Machinery Generator Preventative Maintenance Scope of Work

Minor PM Service

During Minor PM Service, our service technicians will perform the following:

Cooling System

- Visual inspection of radiator or heat exchanger for leaks, damage, and obstruction.
- Check jacket water coolant level and take coolant sample for analysis.
- Test coolant for proper antifreeze percentage.
- Check jacket water heater for proper operation and adjust thermostat setting as needed.
- Inspect condition of radiator cap, gasket and sealing surface.
- Visual inspection of water pump and cooling system gaskets for leaks.
- Check belt tension and inspect for cracking and fraying if accessibility without disassembly permits.
- Inspect pulleys for excessive wear and lubricate hub bearings as needed.
- Inspect flexible water connections for cracking, leaks, and pliability.
- Tighten hose clamps as needed.

Lubrication System

- Check oil level. **Top off with oil from customer's stock.**
- Check for excessive crankcase blow-by with engine running.
- Visual inspection of front and rear crankshaft seals and lubrication system gaskets for leaks.
- Inspect oil hose and connections for cracking, leaks, and pliability.
- Take crank-case oil sample and send it to our S.O.S. laboratory.

Fuel System – Diesel Engine

- Inspect flexible fuel lines for cracking, leaks and pliability.
- Check day tank/base tank level and test day tank pump for proper operation.
- Operate fuel-priming pump and check for proper operation and leaks.
- Drain water from water separator.
- Check fuel system for leaks.
- Check electronic governor connections and actuator.
- Inspect steel fuel lines for cracks, leaks and proper line bracket support.

Fuel System – Gas Engine

- Check for the presence of gas leaks.
- Check spark plug ignition wires and coils.
- Check governor and actuator linkage. Adjust if needed.
- Check ignition timing.

Starting System

- Top off electrolyte levels in batteries with distilled water from customers' stock if applicable.
- Check and record battery charger/alternator for proper charge rate.
- Check for proper cranking termination upon starting.
- Clean and apply corrosion inhibitor to the terminals of lead acid batteries as needed.
- Tighten battery cable connections as needed.
- Inspect and tighten starter motor, connections, and wiring.
- Check and record battery voltage dip level during overcrank test for minimum voltage required to maintain controls during start-up.

Exhaust System

- Inspect flexible exhaust coupling for cracks, excessive leakage, broken, or missing hardware.
- Inspect exterior of exhaust manifolds for oil/fuel slobbering (signs of wet stacking).
- Inspect exhaust rain protection and exhaust outlet screening.
- Drain water in exhaust moisture traps.

Air Intake System

- Inspect air filters for plugging and deterioration, clean if required.
- Check all air intake piping for damage and loose connections.
- Inspect air cleaner seal for pliability and sealing and clean if necessary.
- Inspect turbocharger for excessive endplay clearance (if accessible) and seal leakage.

Installation

- Walk around inspection of complete installation.
- Inspect generator set vibration isolators.
- Check for abnormal noise or vibration.
- Re-check for oil and coolant leaks with engine running.
- Check for proper operation of remote fan motors, thermostats, circulating pumps, and solenoid valves.
- Check inlet and discharge louvers for proper operation with engine running and stopped.

Control Panel

- Operational check of illumination and safety lamps.
- Check electronic control panels for fault codes. Clear any unnecessary codes, notify the customer of any codes that need to be addressed.
- Check proper operation of engine and generator instruments with generator running.
- Adjust governor control for optimum performance and frequency.
- Adjust voltage regulator for proper voltage.
- Check for and tighten loose terminals on the generator and the generator control panel.

- Check tightness of relays in the generator control panel.
- Inspect for excessive dirt accumulation and clean as needed.
- Test auto-start system with the authorization of the plant engineer.
- Test safeties and pre-alarms on engine/generator control and annunciator panels with customer assistance.
- Check operation of automatic sync equipment with customer authorization.
- Place generator online and check operation of transfer switches. This will be done only with the consent of the building engineer or building representative.

Upon Completion of Service

- Reset all controls to automatic.
- Set circuit breaker to correct position.
- Check that fuel valves are in correct position.
- Check that battery charger is on.
- Check that day tank controls are on.
- Check that Louver controls are on.
- Check that Jacket water heater is on.

Major PM Service

During Major PM Service, our service technicians will perform Minor PM Service as well as the following:

Additional Steps

- Change engine oil and filters.
- Change primary and secondary fuel filters.
- Properly dispose of waste oil and filters.
- Lubricate fan drive if accessible.
- Lubricate governor linkage.
- Lubricate generator bearing if accessible.
- Clean or Replace inlet filter for day tank.
- Clean crankcase breather.
- Check and adjust gas pressure regulator as needed. (Gas units only)
- Check carburetor linkage and adjust as needed. (Gas units only)
- Remove spark plugs. Check, clean and adjust spark plug gap. Notify the customer if spark plugs need replacing. (Gas units only)
- **Add Shock & Bulk® Fuel additive to the diesel fuel tank. (Diesel engines only)**

H. O. Penn will notify the owner of any conditions requiring repair that are discovered during a PM. Any problem discovered during a PM service will be quoted separately.

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This preventative maintenance (PM) agreement dated January 13, 2026, is being entered into by H.O. Penn Machinery Company, Inc. (hereinafter referred to as the “Vendor”) and LaGrange Fire District, Account #10147, (hereinafter known as the “Owner” or “Company”) for the purpose of maintaining a preventative maintenance program on the equipment listed below:

Model: Generac
Serial #: 96A06199-S

Contact Name: Tim O’Connor
Phone: 845-452-4989
E-Mail Address: Chief@lagrangefireNY.us

Physical Location of unit(s): Station 2

I. BASIC AGREEMENT

Upon acceptance of this Agreement, The Vendor will render service and/or inspection on the listed equipment as set forth in the Scope of Work Details. All inspections and preventative maintenance will be conducted during regular business hours (7:00 A.M.-3:30 P.M. Monday through Friday), unless otherwise stipulated below. The Vendor will respond to after-hour calls should the Owner authorize such calls. Said calls will be billed at the published labor rates for the applicable time. It is understood that the Vendor is responsible only for the work called out in the Scope of Work Details Attachment I. and that the Owner will pay the Vendor at prevailing rates for any parts or labor used in accomplishing additional work or repairs that may be needed.

II. SCOPE OF WORK DETAILS - Please see “Attachment I”

III. TOTAL COST OF THIS AGREEMENT: \$1,389.00 each year for 3 years totaling \$4,167.00

IV. TERMS

- 1. SPECIAL INSTRUCTIONS:** Standard two (2) visits a year PM service agreement. One (1) Major PM service and one (1) Minor PM service a year.
- 2.** This agreement will run for thirty-six (36) months from the anniversary date of April 1, 2026, to March 31, 2029.
- 3.** Payment will be made upon presentation of invoice at the time services are completed, unless specified above under special instructions. **\$904.00 for Major PM and \$485.00 for the remaining Minor PM performed.**
Prices DO NOT include taxes, freight or environmental charges.
- 4.** Payment is due thirty-(30) days from date of invoice. Should payment not be made in accordance with Item # 3 above, this agreement may be canceled without further notice or obligation by the Vendor, after thirty (30) days’ written notification.

V. LIMITATION OF LIABILITY

It is further understood that the Vendors liability is limited to the repair of work or material actually used in this Agreement for the length of the terms of the Agreement. The Vendor shall not be liable for any losses, damages, injuries, claims, demands and expenses, including, but not limited to, consequential or incidental damage, caused by war, Acts of God, Acts of terrorism, governmental regulations, strike, loss, damage, destruction, obsolescence, claims by third parties, or loss by the Owner as a result of the failure of the equipment to perform or any loss or claim not herein specified, but of a contingency nature.

VI. WARRANTIES

Vendor represents and warrants that Vendor is fully equipped, experienced and qualified to perform the Services set forth in this Agreement, and the services shall be performed in a timely and professional manner. The repairs will conform to or exceed, in all material respects, the specifications described in the Agreement, as well as the standards generally observed in the industry for like services. All materials used in the provisions of the services shall be of first quality, remanufactured or new in all respects and not used, unless new is not available, in which case, with prior Owner's approval, used or remanufactured parts will be used. Vendor further warrants that all materials, equipment, and labor supplied to Owner are and shall be free from errors, faults and defects in workmanship, construction, structural and functional design, material and operation and in conformance with the requirements of this Agreement for a period of six (6) months following the completion of the Services to Owners satisfaction. During such period Vendor, at Vendors expense, shall repair, replace, or correct defective or incorrect Services performed by Vendor or its subcontractors.

VII. ADDITIONAL WORK

It is understood that, from time to time during the term of this Agreement, Owner may request Vendor to perform services or provide materials which are not set forth in the Agreement but are related to the services encompassed within the Agreement (herein "Additional Work"). Vendor hereby agrees to perform such Additional Work so long as prior to the performance of such Additional Work, Owner shall authorize in writing the scope of such Additional Work and compensation payable to Vendor for the full performance of said Additional Work. In the event Vendor shall fail to secure such a writing relating to such Additional Work, any such work thereafter performed shall be deemed a part of the Agreement and Vendor shall not be entitled to any additional compensation, therefore.

VIII. COMPLIANCE WITH SAFETY REGULATIONS

The Vendor shall provide trained personnel to perform Agreement Duties or Additional Work in compliance with OSHA General Industry Standard (29 CFR 1910). The responsibility for the implementation and enforcement of health and safety requirements for Vendor personnel lies with Vendor and its safety support staff. Vendor will provide electronic Material Safety Data Sheets (MSDS) in compliance with OSHA Hazard Communication Standards at the Owners' request. Vendor shall take precautions for the safety of, and provide the necessary protection to prevent damage, injury, or loss to:

- a. Vendor personnel at the work site.
- b. materials or equipment to be provided, incorporated in, or utilized in connection with, the Agreement Duties, whether on or off the work site.
- c. the work zone in control of the Vendor.

It is the policy of H.O. Penn Machinery to provide a safe work environment for its employees by eliminating recognized hazards from the workplace. Our health and safety program has been developed to ensure compliance with federal, state, and local regulations with particular emphasis on the regulations that apply to our operations. Health and safety are functional responsibilities of each supervisor.

The Owner will provide a safe job site/area that is free of debris and is not hazardous for the Vendors employees to work in, including provision of safe and OSHA compliant access to the items being serviced.

Any site-specific safety requirements or hazards at the work zone shall be communicated to the Vendor and its on-site personnel by the Owner.

SUMMARY

This document represents the final, complete, and exclusive Agreement between the Vendor and Owner, there are no promises or agreements on the part of either party hereto except as herein contained. Any amendment hereto must be in writing and signed by authorized personnel of each party. Amendment or termination of this Agreement may be made by either party within thirty- (30) days of written notice.

For H.O. Penn Machinery Company:

Scott Brandl

By: Scott Brandl/ko

Date: January 13, 2026

Title: EPG – Product Support Rep.

Engine Product Support Mgr. _____

For Owner: LaGrange Fire District

By: _____

Date: _____

Title: _____

Manager approval: _____

Attachment I

H.O. Penn Machinery Generator Preventative Maintenance Scope of Work

Minor PM Service

During Minor PM Service, our service technicians will perform the following:

Cooling System

- Visual inspection of radiator or heat exchanger for leaks, damage, and obstruction.
- Check jacket water coolant level and take coolant sample for analysis.
- Test coolant for proper antifreeze percentage.
- Check jacket water heater for proper operation and adjust thermostat setting as needed.
- Inspect condition of radiator cap, gasket and sealing surface.
- Visual inspection of water pump and cooling system gaskets for leaks.
- Check belt tension and inspect for cracking and fraying if accessibility without disassembly permits.
- Inspect pulleys for excessive wear and lubricate hub bearings as needed.
- Inspect flexible water connections for cracking, leaking, and pliability.
- Tighten hose clamps as needed.

Lubrication System

- Check oil level. **Top off with oil from customer's stock.**
- Check for excessive crankcase blow-by with engine running.
- Visual inspection of front and rear crankshaft seals and lubrication system gaskets for leaks.
- Inspect oil hose and connections for cracking, leaks, and pliability.
- Take crank-case oil sample and send it to our S.O.S. laboratory.

Fuel System – Diesel Engine

- Inspect flexible fuel lines for cracking, leaks and pliability.
- Check day tank/base tank level and test day tank pump for proper operation.
- Operate fuel-priming pump and check for proper operation and leaks.
- Drain water from water separator.
- Check fuel system for leaks.
- Check electronic governor connections and actuator.
- Inspect steel fuel lines for cracks, leaks and proper line bracket support.

Fuel System – Gas Engine

- Check for the presence of gas leaks.
- Check spark plug ignition wires and coils.
- Check governor and actuator linkage. Adjust if needed.
- Check ignition timing.

Starting System

- Top off electrolyte levels in batteries with distilled water from customers' stock if applicable.
- Check and record battery charger/alternator for proper charge rate.
- Check for proper cranking termination upon starting.
- Clean and apply corrosion inhibitor to the terminals of lead acid batteries as needed.
- Tighten battery cable connections as needed.
- Inspect and tighten starter motor, connections, and wiring.
- Check and record battery voltage dip level during overcrank test for minimum voltage required to maintain controls during start-up.

Exhaust System

- Inspect flexible exhaust coupling for cracks, excessive leakage, broken, or missing hardware.
- Inspect exterior of exhaust manifolds for oil/fuel slobbering (signs of wet stacking).
- Inspect exhaust rain protection and exhaust outlet screening.
- Drain water in exhaust moisture traps.

Air Intake System

- Inspect air filters for plugging and deterioration, clean if required.
- Check all air intake piping for damage and loose connections.
- Inspect air cleaner seal for pliability and sealing and clean if necessary.
- Inspect turbocharger for excessive endplay clearance (if accessible) and seal leakage.

Installation

- Walk around inspection of complete installation.
- Inspect generator set vibration isolators.
- Check for abnormal noise or vibration.
- Re-check for oil and coolant leaks with engine running.
- Check for proper operation of remote fan motors, thermostats, circulating pumps, and solenoid valves.
- Check inlet and discharge louvers for proper operation with engine running and stopped.

Control Panel

- Operational check of illumination and safety lamps.
- Check electronic control panels for fault codes. Clear any unnecessary codes, notify the customer of any codes that need to be addressed.
- Check proper operation of engine and generator instruments with generator running.
- Adjust governor control for optimum performance and frequency.
- Adjust voltage regulator for proper voltage.
- Check for and tighten loose terminals on the generator and the generator control panel.

- Check tightness of relays in the generator control panel.
- Inspect for excessive dirt accumulation and clean as needed.
- Test auto-start system with the authorization of the plant engineer.
- Test safeties and pre-alarms on engine/generator control and annunciator panels with customer assistance.
- Check operation of automatic sync equipment with customer authorization.
- Place generator online and check operation of transfer switches. This will be done only with the consent of the building engineer or building representative.

Upon Completion of Service

- Reset all controls to automatic.
- Set circuit breaker to correct position.
- Check that fuel valves are in correct position.
- Check that battery charger is on.
- Check that day tank controls are on.
- Check that Louver controls are on.
- Check that Jacket water heater is on.

Major PM Service

During Major PM Service, our service technicians will perform Minor PM Service as well as the following:

Additional Steps

- Change engine oil and filters.
- Change primary and secondary fuel filters.
- Properly dispose of waste oil and filters.
- Lubricate fan drive if accessible.
- Lubricate governor linkage.
- Lubricate generator bearing if accessible.
- Clean or Replace inlet filter for day tank.
- Clean crankcase breather.
- Check and adjust gas pressure regulator as needed. (Gas units only)
- Check carburetor linkage and adjust as needed. (Gas units only)
- Remove spark plugs. Check, clean and adjust spark plug gap. Notify the customer if spark plugs need replacing. (Gas units only)
- **Add Shock & Bulk® Fuel additive to the diesel fuel tank. (Diesel engines only)**

H. O. Penn will notify the owner of any conditions requiring repair that are discovered during a PM. Any problem discovered during a PM service will be quoted separately.

H.O. PENN MACHINERY CO., INC. PREVENTATIVE MAINTENANCE AGREEMENT

This preventative maintenance (PM) agreement dated January 13, 2026, is being entered into by H.O. Penn Machinery Company, Inc. (hereinafter referred to as the “Vendor”) and LaGrange Fire District, Account #10147, (hereinafter known as the “Owner” or “Company”) for the purpose of maintaining a preventative maintenance program on the equipment listed below:

Model: D60S4
Serial #: N4D00566

Contact Name: Tim O’Connor
Phone: 845-452-4989
E-Mail Address: chief@lagrangefireNY.us

Physical Location of unit(s): Station 3

I. BASIC AGREEMENT

Upon acceptance of this Agreement, The Vendor will render service and/or inspection on the listed equipment as set forth in the Scope of Work Details. All inspections and preventative maintenance will be conducted during regular business hours (7:00 A.M.-3:30 P.M. Monday through Friday), unless otherwise stipulated below. The Vendor will respond to after-hour calls should the Owner authorize such calls. Said calls will be billed at the published labor rates for the applicable time. It is understood that the Vendor is responsible only for the work called out in the Scope of Work Details Attachment I. and that the Owner will pay the Vendor at prevailing rates for any parts or labor used in accomplishing additional work or repairs that may be needed.

II. SCOPE OF WORK DETAILS - Please see “Attachment I”

III. TOTAL COST OF THIS AGREEMENT: \$1,389.00 each year for 3 years totaling \$4,167.00

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- 1. SPECIAL INSTRUCTIONS:** Standard two (2) visits a year PM service agreement. One (1) Major PM service and one (1) Minor PM service a year.
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V. LIMITATION OF LIABILITY

It is further understood that the Vendors liability is limited to the repair of work or material actually used in this Agreement for the length of the terms of the Agreement. The Vendor shall not be liable for any losses, damages, injuries, claims, demands and expenses, including, but not limited to, consequential or incidental damage, caused by war, Acts of God, Acts of terrorism, governmental regulations, strike, loss, damage, destruction, obsolescence, claims by third parties, or loss by the Owner as a result of the failure of the equipment to perform or any loss or claim not herein specified, but of a contingency nature.

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Any site-specific safety requirements or hazards at the work zone shall be communicated to the Vendor and its on-site personnel by the Owner.

SUMMARY

This document represents the final, complete, and exclusive Agreement between the Vendor and Owner, there are no promises or agreements on the part of either party hereto except as herein contained. Any amendment hereto must be in writing and signed by authorized personnel of each party. Amendment or termination of this Agreement may be made by either party within thirty- (30) days of written notice.

For H.O. Penn Machinery Company:

Scott Brandl

By: Scott Brandl/ko

Date: January 13, 2026

Title: EPG – Product Support Rep.

Engine Product Support Mgr. _____

For Owner: LaGrange Fire District

By: _____

Date: _____

Title: _____

Manager approval: _____

Attachment I

H.O. Penn Machinery Generator Preventative Maintenance Scope of Work

Minor PM Service

During Minor PM Service, our service technicians will perform the following:

Cooling System

- Visual inspection of radiator or heat exchanger for leaks, damage, and obstruction.
- Check jacket water coolant level and take coolant sample for analysis.
- Test coolant for proper antifreeze percentage.
- Check jacket water heater for proper operation and adjust thermostat setting as needed.
- Inspect condition of radiator cap, gasket and sealing surface.
- Visual inspection of water pump and cooling system gaskets for leaks.
- Check belt tension and inspect for cracking and fraying if accessibility without disassembly permits.
- Inspect pulleys for excessive wear and lubricate hub bearings as needed.
- Inspect flexible water connections for cracking, leaking, and pliability.
- Tighten hose clamps as needed.

Lubrication System

- Check oil level. **Top off with oil from customer's stock.**
- Check for excessive crankcase blow-by with engine running.
- Visual inspection of front and rear crankshaft seals and lubrication system gaskets for leaks.
- Inspect oil hose and connections for cracking, leaks, and pliability.
- Take crank-case oil sample and send to our S.O.S. laboratory.

Fuel System – Diesel Engine

- Inspect flexible fuel lines for cracking, leaks, and pliability.
- Check day tank/base tank level and test day tank pump for proper operation.
- Operate fuel-priming pump and check for proper operation and leaks.
- Drain water from water separator.
- Check fuel system for leaks.
- Check electronic governor connections and actuator.
- Inspect steel fuel lines for cracks, leaks, and proper line bracket support.

Fuel System – Gas Engine

- Check for the presence of gas leaks.
- Check spark plug ignition wires and coils.
- Check governor and actuator linkage. Adjust if needed.
- Check ignition timing.

Starting System

- Top off electrolyte levels in batteries with distilled water from customers stock if applicable.
- Check and record battery charger/alternator for proper charge rate.
- Check for proper cranking termination upon starting.
- Clean and apply corrosion inhibitor to the terminals of lead acid batteries as needed.
- Tighten battery cable connections as needed.
- Inspect and tighten starter motor, connections, and wiring.
- Check and record battery voltage dip level during overcrank test for minimum voltage required to maintain controls during start-up.

Exhaust System

- Inspect flexible exhaust coupling for cracks, excessive leakage, broken, or missing hardware.
- Inspect exterior of exhaust manifolds for oil/fuel slobbering (signs of wet stacking).
- Inspect exhaust rain protection and exhaust outlet screening.
- Drain water in exhaust moisture traps.

Air Intake System

- Inspect air filters for plugging and deterioration, clean if required.
- Check all air intake piping for damage and loose connections.
- Inspect air cleaner seal for pliability and sealing and clean if necessary.
- Inspect turbocharger for excessive endplay clearance (if accessible) and seal leakage.

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- Walk around inspection of complete installation.
- Inspect generator set vibration isolators.
- Check for abnormal noise or vibration.
- Re-check for oil and coolant leaks with engine running.
- Check for proper operation of remote fan motors, thermostats, circulating pumps, and solenoid valves.
- Check inlet and discharge louvers for proper operation with engine running and stopped.

Control Panel

- Operational check of illumination and safety lamps.
- Check electronic control panels for fault codes. Clear any unnecessary codes, notify customer of any codes that need to be addressed.
- Check proper operation of engine and generator instruments with generator running.
- Adjust governor control for optimum performance and frequency.
- Adjust voltage regulator for proper voltage.
- Check for and tighten loose terminals on the generator and the generator control panel.
- Check tightness of relays in the generator control panel.

- Inspect for excessive dirt accumulation and clean as needed.
- Test auto-start system with the authorization of the plant engineer.
- Test safeties and pre-alarms on engine/generator control and annunciator panels with customer assistance.
- Check operation of automatic sync equipment with customer authorization.
- Place generator online and check operation of transfer switches. This will be done only with the consent of the building engineer or building representative.

Upon Completion of Service

- Reset all controls to automatic.
- Set circuit breaker to correct position.
- Check that fuel valves are in correct position.
- Check that battery charger is on.
- Check that day tank controls are on.
- Check that Louver controls are on.
- Check that Jacket water heater is on.

Major PM Service

During Major PM Service, our service technicians will perform Minor PM Service as well as the following:

Additional Steps

- Change engine oil and filters.
- Change primary and secondary fuel filters.
- Properly dispose of waste oil and filters.
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- Lubricate governor linkage.
- Lubricate generator bearing if accessible.
- Clean or Replace inlet filter for day tank.
- Clean crankcase breather.
- Check and adjust gas pressure regulator as needed. (Gas units only)
- Check carburetor linkage and adjust as needed. (Gas units only)
- Remove spark plugs. Check, clean and adjust spark plug gap. Notify the customer if spark plugs need replacing. (Gas units only)
- **Add Shock & Bulk® Fuel additive to the diesel fuel tank. (Diesel engines only)**

H. O. Penn will notify the owner of any conditions requiring repair that are discovered during a PM. Any problem discovered during a PM service will be quoted separately.