

**ORDER OF BUSINESS FOR**  
**YAPHANK FIRE DISTRICT MEETINGS**

1. CALL TO ORDER
2. MOTION ON MINUTES
3. MOTION ON TREASURER'S REPORT
4. MOTION ON WARRANT
5. MOTION ON LATE STARTERS
6. SECRETARIES REPORT
7. ATTORNEYS REPORT
8. DISTRICT MANAGERS REPORT
9. EMS SUPERVISOR REPORT
10. COMMISSIONERS REPORTS
  - a. Computers, Insurance & Records (Schaaf)
  - b. Apparatus, Maintenance, New Equipment & Computers (Peters)
  - c. Building and Grounds, LOSAP, Ambulance, Financial Review (Thebold)
  - d. Physicals, Badges, Uniforms, & Ambulance (Skidmore)
  - e. Personnel, Training, PPE, Radios & Pagers (Austin)
11. CHIEF'S REPORT
  - a. Chief Kieran Donlon
  - b. 1<sup>st</sup> Assistant Chief Donald E. Schaaf
  - c. 2<sup>nd</sup> Assistant Chief Edward Kress
12. PUBLIC
13. EXECUTIVE SESSION
14. MOTION TO ADJOURN

**BOARD OF FIRE COMMISSIONERS  
REGULAR TUESDAY MEETING  
October 1, 2024**

**MINUTES**

The regular meeting of the Board of Fire Commissioners of the Yaphank Fire District was called to order at 7:35 PM by Chairman Peters.

**DISTRICT:**

Commissioners; Skidmore; Schaaf; Peters; Thebold and Austin; Secretary Rosso-Thompson; Treasurer Hamilton; Attorney Devane; and District Manager Quinn

**EMS SUPERVISOR:** Bloodborne Pathogens

**CHIEF'S OFFICE:**

Chief	Kieran Donlon
1 <sup>st</sup> Asst Chief:	Donald E. Schaaf
2 <sup>nd</sup> Asst Chief:	Edward Kress

**ABSENT WERE:**

DISTRICT:

EMS SUPERVISOR:

CHIEF'S OFFICE: Chief Schaaf

As the first order of business, the Chairman asked for a motion on the approval of the minutes of the meeting on September 18, 2024. A motion to accept the minutes as published was made by Commissioner Thebold, seconded by Commissioner Austin, and was approved 5-0.

**Treasurer's Report**

**Michael Hamilton:**

Fund Balances:	
Capital Reserve	\$629,842.18
Truck Reserve	\$719,313.08
Ambulance Billing	\$181,629.40
Savings	\$478,525.52
Checking Balance	\$10,215.16

Motion to Accept the Treasurer's Report: Commissioner Austin, 2<sup>nd</sup> by Commissioner Thebold. Approved 5-0.

Treasurer Hamilton presented Warrant 10, \$155,789.80.

Commissioner Thebold has made a motion to accept and pay Warrant # 10. Which has been audited by the Board of Commissioners and found to comply with the conditions listed below. Second by Commissioner Austin. Approved 5-0.

1. Incurred by an authorized official.
2. The goods or commodities have been received and the services have been rendered.
3. The obligation does not exceed the available appropriation.
4. The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include charges for taxes; it includes any discounts; it does not include charges previously claimed and paid; and is agreement with the attached invoice(s).

The proposed payment is for a valid and legal purpose.

Late Starters were presented by Treasurer Hamilton.

Motion to accept Late Starters by Commissioner Thebold, 2<sup>nd</sup> by Commissioner Austin. Approved 5-0.

**MOTION** was made to approve the renovations of the garage on Mill Road for \$10,578.00 by Commissioner Austin, 2<sup>nd</sup> by Commissioner Thebold. Approved 5-0.

### **SECRETARIES REPORT**

Paulamarie Rosso-Thompson:

A bid was opened for the bay doors from Gianni's Garage Door Service Inc. for \$129,296.00. This was tabled until further discussion.

**MOTION** was made to approve the 4<sup>th</sup> grade committee of the for West Middle Island Intermediate School to use the FD parking lot and water for a car wash fundraiser on Saturday, April 26, 2025, by Commissioner Thebold, 2<sup>nd</sup> by Commissioner Schaaf. Approved 5-0.

**MOTION** was made to **NOT** offer the flu shots to the membership & families by Commissioner Schaaf, 2<sup>nd</sup> by Commissioner Peters. Approved 5-0.

**MOTION** was made to donate the binder books to the school district or else discard them by Commissioner Austin, 2<sup>nd</sup> by Commissioner Schaaf. Approved 5-0.

District Secretary Paulamarie made the board aware of the construction beginning in the record room and it will be emptied tomorrow.

This is the end of the secretaries' report to be included in these minutes.

### **Attorney's Report**

#### **Chris Devane:**

Attorney Devane made the board aware that Hometown is conducting a LOSAP workshop 10-2-24 & 10-3-24. He will be attending one of them and report back to the board.

November 12, 2024, there will be a hearing regarding OSHA in Washington DC. NYS FASNY is trying to get a public hearing for New York State.

Requested executive session

### **DISTRICT MANAGERS REPORT**

#### **Matthew Quinn:**

**MOTION** was made to approve the service program for 3 Lucas' for \$5,000.00 by Commissioner Skidmore, 2<sup>nd</sup> by Commissioner Austin. Approved 5-0.

**MOTION** was made to approve ITS premium plan by Commissioner \$2417.25 by Commissioner Schaaf, 2<sup>nd</sup> by Commissioner Austin. Approved 5-0.

**MOTION** was made to approve the firewall Watch guard renewal by Commissioner Austin, 2<sup>nd</sup> by Commissioner Skidmore. Approved 5-0.

The Board has decided to table the upgrade of Windows until the start of the 2025 year.

## **EMS SUPERVISOR REPORT**

**Rich Tvelia: See report**

## **COMMITTEE REPORTS Computers Insurance & Records**

### **Commissioner Schaaf:**

Made the board aware of the Miller Place Fire District's audit and their citations for inaccurate documentation of credit card expenditures.

Made the board aware that Winter Brothers is abandoning the transfer station and selling their property to Waste Management.

Requested that DM Quinn check out the variance sign by Kennedy Contracting on Bellport Rd.

## **COMMITTEE REPORTS Apparatus Maintenance Personnel & Computers**

### **Commissioner Peters:**

Inquired why the kiosk isn't opening. Wanted to know if he can open it. Paulamarie explained that it is controlled by county because we do not have dispatch in Yaphank.

Requested that Chief Donlon only have the guys that drive 5-30-3 teach the driver training.

**COMMITTEE REPORTS**  
**Building and Grounds, LOSAP, Ambulance, Financial Review**

**Commissioner Thebold:**

Brookhaven Town Fire District meeting was moved from Wading River to Brookhaven on 10-24-24.

12-31-25 is the sunset date for the ambulance billing.

Made everyone aware that there are grants out there to get money for other equipment.

Would like the buffalo put back into the new bay and the boat and barrels removed from it.

Made the board aware that he will be at the convention in Verona, NY from October 20-23.

Requested that if DM Quinn attends any meetings outside of the firehouse that he gives the board a full report of what topics were discussed.

The membership is requesting the cameras be put up on the tv's in the radio room.

November 9, 2024, Medford Fire Department is having a workshop on 1910, HR on the move and LOSAP.

**COMMITTEE REPORTS**  
**Physicals, Badges, Uniforms & Ambulance**

**Commissioner Skidmore:**

Chief Donlon to bring up at the department meeting that 5-30-22 is to be moved and not parked in the spots closest to ambulance bay doors. Those spots are to be left open for the first responders

**COMMITTEE REPORTS**  
**New Equipment, Training, PPE, Radios & Pagers**

**Commissioner Austin:**

Inquired about the status of the refrigeration trailer.

**CHIEF'S REPORT**  
**Kieran Donlon, Chief of the Department**

**MOTION** was made to approve the October calendar by Commissioner Peters, 2<sup>nd</sup> by Commissioner Schaaf. Approved 5-0.

**MOTION** was made to approve the purchase of 3 tarps (green, red and yellow) 10x10 by Commissioner Austin, 2<sup>nd</sup> by Commissioner Schaaf. Approved 5-0.

**MOTION** was made to approve the purchase of a blood pressure training kit for \$1600 by Commissioner Austin, 2<sup>nd</sup> by Commissioner Thebold. Approved 5-0.

**MOTION** to approve the purchase of a new rehab tent by Commissioner Austin, 2<sup>nd</sup> by Commissioner Thebold. Approved 5-0.

**MOTION** was made to approve the purchase of fire prevention wood by Commissioner Schaaf, 2<sup>nd</sup> by Commissioner Skidmore. Approved 5-0.

Chief Donlon requested a class for ICS 300 and VFIS UTV class. He will get dates for DM Quinn, and he will set it up.

**CHIEF'S REPORT**  
**Donald E. Schaaf, 1st Assistant Chief**

**NOT IN ATTENDANCE**

**CHIEF'S REPORT**  
**Edward Kress, 2<sup>nd</sup> Assistant Chief**

Made the board aware that some Scott bottles will be expiring for 2025. Keep in mind for budgeting.

**PUBLIC**

Anthony Farrell- nothing  
William Maldonado- nothing

**EXECUTIVE SESSION CALLED: 8:43 PM.**

**MOTION made by Commissioner Schaaf, 2<sup>ND</sup> by Commissioner Skidmore. Approved 5-0.**

**ADDRESSING THE ISSUE OF:**

- Matters which will imperil the public safety disclosed;
- Any matter which may disclose the identity of a law enforcement agent or informer;
- Information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- Discussions regarding proposed, pending or current litigation;
- Collective negotiations pursuant to article 14 of the Civil Service Law;



- The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- The preparation, grading or administration of examinations;
- The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

**RETURN FROM EXECUTIVE SESSION: 9:43**

There being no further business to come before this meeting, a **MOTION** was made to adjourn by Commissioner Schaaf, 2<sup>nd</sup> by Commissioner Thebold. Approved 5-0.  
The meeting adjourned at 9:45 pm.