

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. 1st Assistant Chief Donald E. Schaaf
 - c. 2nd Assistant Chief Edward Kress
12. PUBLIC
13. EXECUTIVE SESSION
14. MOTION TO ADJOURN

**BOARD OF FIRE COMMISSIONERS
REGULAR TUESDAY MEETING
January 7, 2025**

MINUTES

The regular meeting of the Board of Fire Commissioners of the Yaphank Fire District was called to order at 7:30 PM by Chairman Thebold.

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 st Asst Chief:	Donald E. Schaaf
2 nd Asst Chief:	Edward Kress

ABSENT WERE:

DISTRICT:

EMS SUPERVISOR:

CHIEF'S OFFICE: Chief Kress

As the first order of business, the Chairman asked for a motion on the approval of the minutes of the meeting on December 3, 2024. A motion to accept the minutes as published was made by Commissioner Peters, seconded by Commissioner Schaaf, and was approved 5-0.

Treasurer's Report

Michael Hamilton:

Fund Balances:

Capital Reserve	\$635,124.67
Truck Reserve	\$721,972.44
Ambulance Billing	\$ 1,252.21
Savings	\$378,532.85
Checking Balance	\$ 93,278.02

Motion to Accept the Treasurer's Report: Commissioner Peters, 2nd by Commissioner Austin. Approved 5-0.

Treasurer Hamilton presented final Warrant for 2024 \$114,084.49.

Treasurer Hamilton presented Warrant # 1 \$110,205.82

Commissioner Peters has made a motion to accept and pay the final 2024 Warrant as well as Warrant #1. 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 Peters, 2nd by Commissioner Skidmore. Approved 5-0.

Budget amendment form presented by Treasurer Hamilton for 12/31/24 and was approved by Commissioner Schaaf, 2nd by Commissioner Peters. Approved 5-0.

SECRETARIES REPORT

Paulamarie Rosso-Thompson:

MOTION was made to approve to allow Margaret Spillett the use of the meeting room on February 1, 2025, from 11a-6p by Commissioner Skidmore, 2nd by Commissioner Schaaf. Approved 5-0.

MOTION was made to approve to allow Samantha Conklin the use of the meeting room on February 15, 2025, from 11a-5p by Commissioner Thebold, 2nd by Commissioner Skidmore. Approved 5-0.

MOTION was made to approve to allow William Maldonado the use of the meeting room on February 16, 2025, from 11a-3p by Commissioner Schaaf, 2nd by Commissioner Skidmore. Approved 5-0.

MOTION was made to approve to allow the Ladies Auxiliary the use of the meeting room for their blood drives on March 1, 2025, from 8a-6p, June 23, 2025, from 12p-9p, October 22, 2025, 12p-9p, December 27, 2025, 8a-6p by Commissioner Schaaf, 2nd by Commissioner Skidmore. Approved 5-0.

MOTION was made to approve Commissioner Thebold and Commissioner Austin to attend the Suffolk County Fire District Officers Association Installation Dinner for \$300 each by Commissioner Skidmore, 2nd by Commissioner Peters. Approved 5-0.

MOTION was made to approve the New York State Mandated classes to begin online March 1 and must be completed by March 31. Inhouse classes will be offered in March with dates to be determined by Commissioner Thebold, 2nd by Commissioner Skidmore. Approved 5-0.

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

Attorney's Report

Chris Devane:

Wished the Board and attendees a Happy New Year. Also updated the Board about the Ambulance Billing most likely not sunsetting but has not been finalized yet.

Commissioner Thebold supplied Attorney Devane and the Board with documentation on updates to the OSHA 1910.156.

DISTRICT MANAGERS REPORT

Matthew Quinn:

MOTION was made to approve a \$50,000.00 permissive referendum to repair 5-30-10 by Commissioner Peters, 2nd by Commissioner Austin. Approved 5-0.

EMS SUPERVISOR REPORT

Rich Tvelia: Not in Attendance

See Report read by Anthony Farrell

COMMITTEE REPORTS **Computers Insurance & Records**

Commissioner Schaaf:

Inquired about the surplus printer. Will donate to the FD upstate if they can use it. He will contact Ed Walsh. Ed Walsh also asked if we had any excess gear for the FD upstate and we do not.

COMMITTEE REPORTS
Apparatus Maintenance Personnel & Computers

Commissioner Peters:

Asked to reschedule Christmas Dinner. It will be held on January 15th at 6:30.

Informed the Board that the meeting with All American will be January 14 at 6:00.

Requested that all Commissioners have same access to kiosks.

Reminded DM Quinn that when there is an event being held at the firehouse, cones should be placed in the parking lot so responders can park.

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

Commissioner Thebold:

Inquired about the EMS Response plan.

Made DM Quinn aware and the Chiefs that any equipment placement on the trucks goes through the Board. Must follow the chain of command.

Inquired about the Zamboni and floor scrubbing machine

Inquired if the new bay was cleaned out completely.

MOTION was made to approve Commissioner Thebold to attend the Mini Summit Conference in White Plains by Commissioner Schaaf, 2nd by Commissioner Peters. Approved 5-0.

COMMITTEE REPORTS
Physicals, Badges, Uniforms & Ambulance

Commissioner Skidmore:

Asked DM Quinn to look into why the open kiosk button isn't working for RedAlert on the Toughbooks.

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

Commissioner Austin:

MOTION was made to approve the purchase of a CO Meter for 5-30-80 and three new Santa suits and 3 new beards and wigs by Commissioner Schaaf, 2nd by Commissioner Peters. Approved 5-0.

MOTION was made to approve Suffolk County District Attorneys Office to conduct a meeting on sex trafficking on March 13, 2025, at 7pm by Commissioner Austin, 2nd by Commissioner Thebold. Approved 5-0.

Inquired if the 5-30-25 was State Certified.

Let Anthony Farrell know from (Bloodborne Pathogens) that the paid employees should be carrying the radios with them.

CHIEF'S REPORT
Kieran Donlon, Chief of the Department

Thanked the Board for a great year last year and wished everyone a Merry Christmas and a Happy New Year.

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

MOTION was made to approve the January calendar by Commissioner Skidmore, 2nd by Commissioner Austin. Approved 5-0.

MOTION was made to approve the following by Commissioner Schaaf, 2nd by Commissioner Skidmore. Approved 5-0.

- Members 442 & 443 to use the van to attend Bayport Ice Rescue class on January 25 & 26, 2025 as well as on February 2, 2025, to Nassau Coliseum for a class. The total cost is \$300.
- A New clock for the radio room
- Fire Wipes and a glove box holder
- Reimburse Captain Stinton for her boots
- A new Scott Pak for new 5-30-9 when it comes in

MOTION to approve the Brookhaven Town Fire Police Council to use the meeting room on January 13, 2025, from 6p-8p by Commissioner Schaaf, 2nd by Commissioner Austin. Approved 5-0.

Commissioner Schaaf requested that the Chief's Office populate a list of all active members and who of those members have gear and who doesn't for the February Meeting.

CHIEF'S REPORT
Edward Kress, 2nd Assistant Chief

NOT IN ATTENDANCE

PUBLIC

Gordon Reickhoff- Thanked the Board and Fire Department for visiting Whispering Pines and Colonial Woods communities during their Santa Run. It was greatly appreciated.

Inquired about putting a fire hydrant in by the clubhouse. DM Quinn to follow up.

EXECUTIVE SESSION CALLED: 8:30 PM.

MOTION made by Commissioner Austin, 2ND by Commissioner Schaaf. 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: 9:34pm

MOTION was made to allow the Chiefs to pursue their reconstruction of Company 4 plan by Commissioner Austin and Commissioner Schaaf.

There being no further business to come before this meeting, a **MOTION** was made to adjourn by Commissioner Schaaf, 2nd by Commissioner Peters. Approved 5-0.
The meeting adjourned at 9:37 pm.