

**BOARD OF FIRE COMMISSIONERS  
REGULAR WEDNESDAY MEETING  
March 19, 2025  
MEETING MINUTES**

*The regular meeting of the Board of Fire Commissioners of the Yaphank Fire District was called to order at 7:00 PM by Chairman Thebold.*

*Present: Commissioners S. Thebold, W. Peters Jr. C. Austin, S. Skidmore & D. Schaaf. Chief's K. Donlon & E. Kress. Treasurer M. Hamilton, Secretary P. Rosso-Thompson, District Manager M. Quinn & EMS Supervisor C. Gryciuk.*

*Absent: Chief D.E. Schaaf.*

*Public: None*

*Motion by Commissioner Peters to accept the minutes from the Tuesday District meeting March 4, 2025, seconded by Commissioner Skidmore. All in favor.*

*Motion to accept the Treasurers Report made by Commissioner Peters and seconded by Commissioner Skidmore. All in favor. Commissioner Schaaf has made a motion to accept and pay Warrant #3. Which has been audited by the Board of Commissioners and found to comply with the conditions listed below. Second by Commissioner Skidmore. All in favor.*

- 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.*

*Secretary Report:*

***MOTION** was made to approve a date change for the Ladies Auxiliary blood drive from June 23, 2025, to June 30, 2025, by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.*

*A letter from Manorville Company 3 was received requesting to use the refrigerated trailer for their fundraiser. The request was denied unanimously as the board will not be lending out the refrigerated trailer any longer.*

***MOTION** was made to adopt the Notification to Employees of a Request for Access to Disciplinary Records Policy by Commissioner Schaaf, seconded by Commissioner Austin. All in favor*

***MOTION** was made to approve Commissioner Peters and Treasurer Hamilton to upgrade their phones and to purchase new cases by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.*

***MOTION** was made to canvas for the FT ALS position in hopes to hire employee 9106 for the position by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.*

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District Manager Report:

**MOTION** was made to approve the roof repairs for \$7500.00 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to approve the Commissioners Peters, Austin, Schaaf & Skidmore to go to Wisconsin to the Pierce dealership to inspect the new truck for \$6800.00 by Commissioner Peters, seconded by Commissioner Thebold. All in favor.

**MOTION** was made to hold off on the trailer for the side by side right now by Commissioner Peters, seconded by Commissioner Peters. All in favor.

**MOTION** was made to approve a membership for All Island Car Wash for silver express \$12.89 per vehicle per wash and silver full service \$33.14 per vehicle per wash by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.

**MOTION** was made to approve the purchase of two intake valves and three 5" Storz Cap w/chain for \$4,026.80 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

EMS Supervisor Report:

**MOTION** was made to approve the purchase of the requested medical supplies (\$2,104.37), medications (\$321.81), and the utility & equipment requests (\$199.46) by Commissioner Peters, seconded by Commissioner Austin. All in favor.

Discussion on selling the vending machines. DM Quinn to post on DM group.

Commissioner Schaaf:

Suggested that the Chief's office look into a boaters' safety course. Is it something we would be required to have with our boat.

Commissioner Austin:

Discussion was made to move the Chief's parking spots down so the mechanic has room to get trucks in and out of the bay safely. Paint no parking lines on the current spots to prevent people from parking there. Make new parking spots for the Chief's and make the spots wider. Commissioner Peters requested that the Chief's reiterate at their department meeting to the membership that they are not to park in those designated spots.

Defensive Driving class will be held at the firehouse on April 28, 2025.

ATV/UTV training class April 26, 2025, 8am (6 hours).

Requested to have the spotlights changed on 5-30-5 & 5-30-11.

Requested that if a member is injured that the Chief's make the Board members aware.

Commissioner Skidmore:

Requested that the Chief's make her aware of anyone getting new uniforms. Commissioner Skidmore oversees uniforms and would like the courtesy of being informed.

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Commissioner Peters:

*Inquired if the LOSAP money was moved. DM Quinn just needs Treasurer Hamilton to sign one more document.*

Chairman Thebold:

***MOTION** was made to approve Chairman Thebold to attend the New York State Chiefs Convention in June in Syracuse by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.*

***MOTION** was made to approve a meeting with the Suffolk County Fire Districts Executive Board with a light breakfast by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.*

*Requested that the Chiefs make sure that all probies are well trained on the brush truck. Commissioner Peters suggested to the Chief that every Spring they conduct a brush fire/truck refresher.*

*Discussion about grant writing class in May.*

Chief's Report:

*Chief Donlon-*

***MOTION** was made to approve the purchase of a class A uniform for member 441 and two sets of bunker gear for members 442 & 443 by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.*

***MOTION** was made to approve the purchase of seven Motorola APX 6000's UHF radios for \$28,000.00 and for cribbing/chocks for new engine 9 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.*

*Chief Donlon requested brush fire & EMS gear. This will be tabled until the next meeting on Tuesday, April 1, 2025, so the Chiefs can give an accurate count of members along with their percentage and points.*

***MOTION** was made to approve the use of 5-30-10 for the bike blessing at Shrine Our Lady of the Island in Manorville on April 6, 2025, by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.*

***MOTION** was made to approve Company 2 to use the parking lot/grounds and kitchen for the annual car show fundraiser on Thursday nights from May 29<sup>th</sup>-September 11<sup>th</sup>, 2025, by Commissioner Austin, seconded by Commissioner Schaaf. All in favor.*

Chief Kress:

*Reminded DM Quinn aware that prices of gear are going up as of April 1, 2025.*

*Made Board aware that there will be a NFPA gear cleaning & inspection training on May 19, 20, and 21<sup>st</sup>, 2025 (location to be determined).*

*Made the Board aware that we are almost ready to go paperless. The department point structure has been accurate. Just finalizing a few things with RedAlert.*

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EXECUTIVE SESSION CALLED: 8:00 pm.

**MOTION** made by Commissioner Thebold, seconded by Commissioner Austin. All in favor.

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: 8:15 pm

**MOTION** was made to allow DM Quinn to use the district vehicle for 1-2 days next week while his personal car is being repaired by Commissioner Schaaf, seconded by Commissioner Thebold. All in favor.

**MOTION** was made to adjourn at 8:21 pm by Commissioner Thebold, seconded by Commissioner Austin. All in favor

Respectfully submitted,

Paulamarie Rosso-Thompson  
District Secretary