

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. *DISTRICT MANAGERS REPORT*
8. *EMS SUPERVISOR REPORT*
9. *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)*
10. *CHIEF'S REPORT*
 - a. *Chief Kieran Donlon*
 - b. *1st Assistant Chief Donald E. Schaaf*
 - c. *2nd Assistant Chief Edward Kress*
11. *PUBLIC*
12. *EXECUTIVE SESSION*
13. *MOTION TO ADJOURN*

BOARD OF FIRE COMMISSIONERS

REGULAR WEDNESDAY MEETING

April 16, 2025

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: Commissioner Schaaf, District Manager Quinn, District Secretary Rosso-Thompson, EMS Supervisor Gryciuk & Chief Kress

Public: NONE

Motion by Commissioner Austin to accept the minutes from the Tuesday District meeting April 1, 2025, seconded by Commissioner Peters. All in favor.

Motion to accept the Treasurers Report made by Commissioner Skidmore and seconded by Commissioner Austin. All in favor. Commissioner Austin 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 Peters. 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. The proposed payment is for a valid and legal purpose.*

Late Starters were presented by Treasurer Hamilton.

MOTION to accept Late Starters by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

Secretary Report:

30-day notice physical letters were sent out on 4/7/25 to membership & employees who did not complete their physicals.

Non-compliant letters were sent out to members & employees who did not complete the NYS mandated classes by 3-31-25 on 4/11/25.

MOTION was made to approve the following usage of the meeting room & pavilion by Commissioner Peters, seconded by Commissioner Austin. All in favor

Riverhead Building Supply May 8, 2025, meeting room

Sean Jermyn July 26, 2025, 1-5pm pavilion

Sheila Skidmore June 28, 2025, 10-6 meeting room

Minister from Saint Andrews spoke with Board about a fundraising event. The Board asked for more information from the vendor. Minister will report back to the board and a decision will be made in the future.

District Manager Report: NONE

EMS Supervisor Report:

See Report

Commissioners:

Commissioner Schaaf: NOT IN ATTENDANCE

Commissioner Austin:

Presented to the Board about purchasing a ladder truck. Treasurer Hamilton will crunch numbers and report back to the board at the next meeting.

Commissioner Skidmore:

Nothing

Commissioner Peters:

Inquired if Treasurer Hamilton looked over LOSAP paperwork from Hometown. He will do so and report his opinion back to the Board on May 6th meeting.

Chairman Thebold:

Inquired if employee # 9080 was re-qualified to drive the ambulance.

Stated that he feels as if each Commissioner as well as the District Manager, District Secretary and District Treasurer should have reserved seats at the installation dinner that do not require 10 people prior to reserve.

MOTION was made to approve Commissioner Thebold to use the meeting room on April 23rd for the executive board of the Suffolk Districts by Commissioner Peters, Seconded by Commissioner Austin. All in favor.

Requested and executive session

Chief's Report:

Chief Donlon-

Nothing

Chief Schaaf-

Inquired if the Commissioners reviewed the driver training policy. This will be discussed at the next meeting on May 6th.

Supplied the board with a list of names of members they would like to receive brush fire gear.

MOTION was made to approve 150 copies of the installation dinner program by Commissioner Peters, seconded by Commissioner Austin. All in favor.

Chief Kress:

Not in attendance

EXECUTIVE SESSION CALLED: 7:35 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: 8:03 pm

MOTION was made to adjourn at 8:05 pm by Commissioner Peters , seconded by Commissioner Skidmore. All in favor

Respectfully submitted,

Paulamarie Rosso-Thompson
District Secretary