

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

July 8, 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.

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

Absent: Attorney Devane & Chief Donlon

Public: Gordon Reickoff

Motion by Commissioner Skidmore to accept the minutes from the Tuesday District meeting on June 3, 2025, seconded by Commissioner Austin. All in favor.

Fund Balances:

<i>Capital Reserve</i>	<i>\$654,175.86</i>
<i>Truck Reserve</i>	<i>\$774,517.15</i>
<i>Ambulance Billing</i>	<i>\$110,279.91</i>
<i>Savings</i>	<i>\$915,304.45</i>
<i>Checking Balance</i>	<i>\$72,922.18</i>

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 #7. Which has been audited by the Board of Commissioners and found to comply with the conditions listed below. Second by Commissioner Thebold. 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.

As per our internal auditors a full disclosure of LOSAP has been made and signed by each member of the Yaphank Fire District Board of Fire Commissioners and will be formally documented in the minutes as well as at the district's annual reorganizational meeting thereafter.

Secretary Report:

MOTION was made to discard or donate the surplus uniforms from the past that are no longer needed for the Ladies Auxiliary by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.

Commissioner Peters, Commissioner Skidmore and District Secretary Paulamarie to look at the Hyatt and Majestic Gardens in September to possibly book future installation dinners.

The board unanimously voted to NOT approve member Matthew Visser the ability to use the pavilion for an after-wedding party due to the liability.

District Manager Report:

MOTION was made to approve a speaker system and Wi-Fi network to be added to the pavilion for \$2689.00 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

MOTION was made to approve a permissive referendum for the purchase of a new ambulance for \$550,000.00 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

Association of District Managers meeting to be held in Yaphank on September 17, 2025.

EMS Supervisor Report:

MOTION was made to approve the medical supply list as submitted to the board for \$4,281.01 by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

Commissioner Austin requested that a QA/QI be conducted with 3 paid personnel and 3 volunteers.

Commissioner Schaaf:

Request to have an executive session to discuss employment history of an employee.

Commissioner Austin:

Request to have an executive session to discuss employment history of an employee.

Commissioner Skidmore:

Request to have an executive session to discuss employment history of an employee.

Commissioner Peters:

Request to have an executive session to discuss employment history of an employee.

Chairman Thebold:

MOTION was made to cancel the regularly scheduled meeting for Wednesday, July 16, 2025, by Commissioner Thebold, seconded by Commissioner Peters. All in favor.

MOTION was made to approve an executive meeting in the meeting room on July 14, 2025, at 9am by Commissioner Schaaf, seconded by Commissioner Skidmore. All in favor.

Chief Schaaf-

MOTION was made to approve the July calendar by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

Chief Kress:

Made the board aware of the condition of the uniform that was returned on July 1, 2025, by ex-member #439 after numerous attempts to request the items be returned after his resignation on 3-6-25.

Public:

Gordon Reickoff inquired about having a hydrant installed in his community. The Board instructed District Manager Quinn to contact Suffolk County Water Authority.

EXECUTIVE SESSION CALLED: 8:05 pm.

MOTION made by Commissioner Schaaf, seconded by Commissioner Peters. 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: 8:45 pm

MOTION was made to adjourn at 8:46 pm by Commissioner Peters , seconded by Commissioner Schaaf. All in favor

Respectfully submitted,

*Paulamarie Rosso-Thompson
District Secretary*