

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
August 5, 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. Chiefs K. Donlon, D. Schaaf & E. Kress, Treasurer M. Hamilton, District Manager M. Quinn, Attorney C. Devane & EMS Supervisor C. Gryciuk.

Absent: Commissioner D. Schaaf & Secretary Rosso-Thompson

Public: no one in attendance

Motion by Commissioner Skidmore to accept the minutes from the Wednesday District meeting on July 8, 2025, seconded by Commissioner Austin. All in favor.

Fund Balances:

Capital Reserve	\$ 655,713.78
Truck Reserve	\$ 225,795.02
Ambulance Billing	\$ 128,409.55
Savings	\$ 749,273.31
Checking Balance	\$ 95,356.34

Motion to accept the Treasurers Report made by Commissioner Peters and seconded by Commissioner Austin. All in favor. Commissioner Peters has made a motion to accept and pay Warrant #8. 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. The proposed payment is for a valid and legal purpose.*

No late starters to be presented.

Secretary Report: *Not in attendance. None to be reported.*

Attorney's Report:

Suffolk County signed a bill that was signed for Suffolk County housing for volunteer fireman or EMS for minimum of 5 years with a good standing letter from the Chief.

Will be attending FASNY convention August 7-10 in Hauppauge.

District Manager Report: See Report

EMS Supervisor Report: See Report

MOTION was made to approve medical supplies \$524.86, medication \$363.00, utility & equipment \$518.74, by Commissioner Peters, seconded by Commissioner Thebold. All in favor. Suffolk County signed a bill

Commissioner Schaaf: Not in attendance

Commissioner Austin:

September 16th 7am-3pm FRES will be using the meeting room.

Inquired if the windows on the new doors should be sealed. They are leaking when it rains.

Commissioner Skidmore:

Narcan civilian class for Chiefs & Officers on Tuesday, August 12 at 7pm.

Commissioner Peters: Inquired if the roof has been repaired in the new bay.

Made DM Quinn aware that there is a leak by propane heater behind 5-30-4.

Requested that anyone using the district vehicle fill it up when finished using. It was at ¼ of a tank when Commissioner Peters got in it.

Chairman Thebold:

Inquired if anyone was put in charge for the ambulance company.

Chief's Report:

Chief Donlon-

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

Chiefs will supply DM Quinn with a list of members who should have pins for WEX cards.

DM Quinn to get quotes on brush fire gear.

MOTION was made to approve 12 sets of winter neon hats & gloves for fire police with YFD on them by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

Chief Schaaf- nothing

Chief Kress: nothing

EXECUTIVE SESSION CALLED: 8:14 pm.

MOTION made by Commissioner Austin, seconded by Commissioner Skidmore. 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 8:47 pm by Commissioner Austin, seconded by Commissioner Peters. All in favor

Respectfully submitted,

Paulamarie Rosso-Thompson

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District Secretary