

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

September 17, 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 E. Kress. Treasurer M. Hamilton, Secretary P. Rosso-Thompson, & EMS Supervisor C. Gryciuk.

Absent: DM Quinn, Chief's K. Donlon & D.E. Schaaf

Public: No one

Motion by Commissioner Austin to accept the minutes from the Tuesday District meeting, September 2, 2025, seconded by Commissioner Skidmore. All in favor.

Motion to accept the Treasurers Report made by Commissioner Skidmore and seconded by Commissioner Austin. All in favor. Commissioner Peters has made a motion to accept and pay Warrant #9. Which has been audited by the Board of Commissioners and found to comply with the conditions listed below. Second by Commissioner Schaaf. 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.*

MOTION was made to adopt the proposed budget for 2026 by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.

Secretary Report:

Correspondence for Scott Thebold from the Department of Health issuing a certificate of inspection for the Affirmation of Compliance.

MOTION was made to approve the Ladies Auxiliary permission to use the firehouse for a musical bingo brunch on November 16, 2025, from 7am-2pm by Commissioner Peters, seconded by Commissioner Austin. All in favor.

Paulamarie explained changes to the new phone system.

EMS Supervisor Report:

MOTION was made to approve supply request for \$562.00 by Commissioner Skidmore, seconded by Commissioner Peters. All in favor.

Commissioner Schaaf:
Nothing

Commissioner Austin:

MOTION was made to approve Alternate Narcotics Agent Sean Colgan to have a district email by Commissioner Austin, seconded by Commissioner Schaaf. All in favor.

MOTION was made to approve the purchase of 5 pool sticks for rec room by Commissioner Austin, seconded by Commissioner Peters. All in favor.

MOTION was made to approve Medic 70 tones on the pager by Commissioner Austin, seconded by Commissioner Schaaf. All in favor.

Commissioner Austin made the board aware that Edward Walsh is interested in selling the old unit 5 for 25,000.

Commissioner Skidmore:

Requesting that a policy be put in place for the CME program, so our agency doesn't lose the ability to continue the program.

Commissioner Peters:

MOTION was made to approve \$10,000 budget item for 100th anniversary badges by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

MOTION was made to move \$30,000 from the truck reserve and put \$20,000 into the uniform budget by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.

Chairman Thebold:

Inquired if a policy was made concerning the ATV and if the work has been completed on it. Requested to come up with a policy for when the Chief's need to review cameras. The board had a brief discussion on this matter and have decided that if the Chief's office is in need of conducting an investigation that requires camera footage to be reviewed, they are to put the request in to the

Board of Fire Commissioners and a date and time will be arranged for the Chiefs to sit and review the camera footage.

Requested an executive session to discuss 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.

Chief Kress:

Inquired about members requesting medical leave without any doctor's documentation. Board informed the Chief that they will be placed on personal leave until documentation is provided by their doctor.

EXECUTIVE SESSION CALLED: 7:33 pm.

MOTION made by Commissioner Peters, seconded by Commissioner Thebold. 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: 8:38 pm

MOTION was made by Commissioner Austin, seconded by Commissioner Peters to sign contract to sell 5-30-17 but not until after the vote on December 9, 2025. All in favor.

MOTION was made to adjourn at 8:48 pm by Commissioner Schaaf, seconded by Commissioner Peters. All in favor

Respectfully submitted,
Paulamarie Rosso-Thompson
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 District Secretary