

**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. *1<sup>st</sup> Assistant Chief Donald E. Schaaf*
  - c. *2<sup>nd</sup> Assistant Chief Edward Kress*
12. *PUBLIC*
13. *EXECUTIVE SESSION*
14. *MOTION TO ADJOURN*

**BOARD OF FIRE COMMISSIONERS**  
**REGULAR TUESDAY MEETING**

**November 4, 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. Chief's D.E. Schaaf & E. Kress. Treasurer M. Hamilton, Secretary P. Rosso-Thompson, District Manager M. Quinn, Attorney C. Devane & EMS Supervisor C. Gryciuk.*

*Absent: Chief Donlon*

*Public: Gordon Rieckhoff*

*Motion by Commissioner Schaaf to accept the minutes from the Tuesday District meeting on October 7, 2025, seconded by Commissioner Skidmore. All in favor.*

**Fund Balances:**

<i>Capital Reserve</i>	<i>\$636,793.99</i>
<i>Truck Reserve</i>	<i>\$244,386.38</i>
<i>Ambulance Billing</i>	<i>\$119,597.34</i>
<i>Savings</i>	<i>\$429,014.72</i>
<i>Checking Balance</i>	<i>\$ 66,886.63</i>

*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 #11. 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.*

*Late Starters were presented by Treasurer Hamilton.*

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

**MOTION** was made to adopt the 2026 budget as submitted by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to approve the budget meeting minutes from October 21, 2025, by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

Secretary Report:

**MOTION** was made to approve the usage of the meeting room for Victoria Johnson on January 3, 2026, from 2pm-6pm by Commissioner Schaaf, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to approve the usage of the meeting room for Thomas Hines on January 24, 2026, from 1pm-9pm by Commissioner Schaaf, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made by Commissioner Schaaf, seconded by Commissioner Austin to allow the ladies auxiliary to put the float trailer in the bays from November 17<sup>th</sup> until the parade on December 6<sup>th</sup>.

**MOTION** was made to approve the ladies Auxiliary the use of the meeting room on December 13, for the annual kids Christmas party by Commissioner Schaaf, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made by Commissioner Schaaf, seconded by Commissioner Austin to approve for the ladies auxiliary to order their 50% awards to have them for their holiday party in January. All in favor.

**MOTION** was made by Commissioner Schaaf, seconded by Commissioner Peters to cancel the November 19, 2025, and December 17, 2025, meetings. All in favor.

All board members reviewed the Cellular Policy and have decided to keep it as is.

**MOTION** was made to approve a dollar per hour increase for Sean Colgan, the Alternate Narcotics Agent by Commissioner Skidmore, seconded by Commissioner Peters. All in favor.

Attorney's Report:

Explained to the board the importance of creating an Insurance Reserve fund for any professional services for repairs or replacement for up to \$25,000.00

**MOTION** was made by Commissioner Austin, seconded by Commissioner Skidmore to open an insurance reserve fund for the 2026 budget with an initial deposit of \$10,000.00. All in favor.

District Manager Report:

A \$8,000.00 deposit in escrow for the sale of the 2014 Road Rescue F550. Final sale will be \$100,000.00 instead of \$102,000.00 in lieu of changing tires.

**MOTION** was made to approve a referendum to purchase a new Chief vehicle for \$120,000.00 by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.

**MOTION** to approve the upgrade to Windows 11 from ITS by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

The side by side will be named 5-30-12.

**MOTION** was made to approve Energy Mechanical to install sensors in the ladies restroom and to install relays for the bay doors \$3200.00 by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

*DM Quinn to have the meeting room floors refurbished in February or March 2026.*

*EMS Supervisor Report:*

***MOTION** was made to approve the purchase of the EMS Medical supply list \$1206.08 by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.*

***MOTION** was made to approve the purchase of EMS Hospital Medications \$419.65 by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.*

***MOTION** was made to approve the purchase of one ¼ zip sweatshirt for each EMS employee for \$980 by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.*

*Commissioner Schaaf:*

*Made a recommendation for next year's fire prevention to change the activities and get new equipment. Requested that DM Quinn look into outside lighting. Also, reminded everyone to utilize the resources that are there.*

*He complimented the Chiefs on a nice job at fire prevention.*

*Commissioner Austin:*

*Requested an executive session*

*Commissioner Skidmore:*

*Spoke with All American Awards to schedule an appointment to order the awards for the 2026 installation dinner. Commissioner Skidmore ordered the plates for FF Iglio & FF Gomez's uniforms.*

*Commissioner Peters:*

***MOTION** was made to approve all ex-chiefs and current chiefs to have buttons put on their uniforms by Commissioner Skidmore, seconded by Commissioner Schaaf. All in favor.*

***MOTION** was made that all life members be eligible to use the meeting room and borrow tables by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.*

*Chairman Thebold:*

*Commissioner Thebold was asked by a Yaphank resident to turn the siren off at night. The siren for fires remains on but the ambulance siren is not supposed to go off so DM Quinn to look into why it's going off if it is.*

*Chiefs Report:*

*Chief Schaaf-*

***MOTION** was made to approve the November calendar by Commissioner Skidmore, seconded by Commissioner Schaaf. All in favor.*

***MOTION*** was made by Commissioner Peters, seconded by Commissioner Skidmore to purchase 2 sets of class a shoes for FF Freudenberg and Chief Schaaf. All in favor.

*DM Quinn to call hose testing company to see if extra hose can be tested.*

Chief Kress:

*Gave the mutual aid report to Commissioner Schaaf.*

Public:

*NOTHING*

*EXECUTIVE SESSION CALLED: 8:23 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: 9:15 pm

**MOTION** was made to make Mechanic Joseph Speizio a salaried employee with medical benefits and his salaried will be determined by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.

**MOTION** was made to adopt a resolution to amend the length of service award for each participating active volunteer firefighter who currently receives twenty dollars per month for each year of accredited participation and increase that amount to thirty dollars per month for each participating active volunteer firefighter effective January 1, 2026, by Commissioner Peters, seconded by Commissioner Austin. All in favor

**MOTION** was made to adjourn at 9:20 pm by Commissioner Peters, seconded by Commissioner Skidmore. All in favor

Respectfully submitted,

Paulamarie Rosso-Thompson  
District Secretary