

**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, Financial Review (Rieckhoff)*
  - d. *Physicals, Badges, Uniforms, & Ambulance (Skidmore)*
  - e. *Personnel, Training, PPE, Radios & Pagers & Ambulance (Austin)*
11. *CHIEF'S REPORT*
  - a. *Chief Donald Schaaf*
  - b. *1<sup>st</sup> Assistant Chief Edward Kress*
  - c. *2<sup>nd</sup> Assistant Chief Michael Smith*
12. *PUBLIC*
13. *EXECUTIVE SESSION*
14. *MOTION TO ADJOURN*

**BOARD OF FIRE COMMISSIONERS**

# REGULAR TUESDAY MEETING

February 3, 2026

## MINUTES

*The regular meeting of the Board of Fire Commissioners of the Yaphank Fire District was called to order at 7:41 PM by Chairman Schaaf.*

*Present: Commissioners D. Schaaf, W. Peters Jr. C. Austin, S. Skidmore & G. Rieckhoff. Chief's E. Kress & M. Smith. Treasurer M. Hamilton, Secretary P. Rosso-Thompson, District Manager M. Quinn, Attorney C. Devane & EMS Supervisor C. Gryciuk.*

*Absent: Chief D.E. Schaaf*

*Public: Steven Rowan*

*Motion by Commissioner Peters to accept the minutes from the Wednesday District meeting on January 6, 2026, seconded by Commissioner Skidmore. All in favor.*

### **Fund Balances:**

Capital Reserve	\$663,369.28
Truck Reserve	\$204,009.84
Ambulance Billing	\$ 36,631.37
Savings	\$525,151.33
Checking Balance	\$242,312.35

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

**MOTION** was made to approve the move of \$1000 of miscellaneous monies to the 100<sup>th</sup> anniversary budget line by Commissioner Peters, seconded by Commissioner Austin. All in favor.

*New member John Gregory (badge number 453) was sworn into the department by Commissioner Skidmore.*

Secretary Report:

*The Board received a thank you card from the Schaaf family for the passing of their brother.*

**MOTION** to approve the usage of the meeting room for Chad Trusnovec on March 8, 2026, by Commissioner Peters, seconded by Commissioner Austin. All in favor.

**MOTION** to approve the usage of the meeting room for Travis Accardi on March 15, 2026, by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

**MOTION** to approve the usage of the meeting room for Edward Kress on March 21, 2026, by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

**MOTION** was made to approve the LOSAP census for the year 2025 as posted and the Chief affirmation letter by Commissioner Austin, seconded by Commissioner Peters. All in favor.

**MOTION** was made to approve the letter written on behalf of the board for the renaming of Everett Drive for Jake and John C. Hoeffner Jr. by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

**MOTION** was made to approve Island Tech Services as our email provider and to pay \$2700 for the migration of the email and \$5 per month per email (42 email addresses currently) by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

Attorney's Report:

*At the last meeting, Attorney Devane informed the board about FASNY's 14 proposals regarding nominal compensation. FASNY's official position was not to have paid per call. Last Friday the state fire districts association and long island fire districts association came out and said the exact opposite. They want paid per call. No decisions have been made yet and he will keep the board abreast.*

District Manager Report:

*DM Quinn informed the board of a FOIL request that we received. Treasurer Hamilton will make sure this is taken care of.*

EMS Supervisor Report:

**MOTION** was made to approve the purchase of medical supplies of \$1314.35 by Commissioner Peters, seconded by Commissioner Austin. All in favor.

**MOTION** was made to approve the purchase of the hospital medication \$96.80 by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

*EMS Supervisor Gryciuk to report back to the board when the quote for the LifePak expires.*

*EMS Supervisor Gryciuk supplied the board with possible policy and handbook changes. This was tabled until the board has a chance to review.*

Chairman Schaaf:

**NOTHING**

Commissioner Austin:  
*NOTHING*

Commissioner Skidmore:  
*NOTHING*

Commissioner Peters:  
*Supplied the board with a proposal for a new ladder truck*

Commissioner Rieckhoff:  
*NOTHING*

Chief's Report:  
*Chief Schaaf- NOT IN ATTENDANCE*

*Chief Kress-*  
**MOTION** was made to approve the February calendar by Commissioner Skidmore, seconded by Commissioner Peters. All in favor.

**MOTION** was made to purchase Squeegees for the floor by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to approve the purchase of chainsaw guards by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to approve the purchase of Scott mask bags by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to deny reimbursing the department \$1200 for the holiday drill by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to approve the Juniors policy by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

*Chief Smith:*  
*Gave the mutual aid report to the board*

**EXECUTIVE SESSION CALLED: 8:52 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: 9:44 pm

**MOTION** was made to have the district attorney write a letter to a member informing them that they must remove the picture of the fire department's apparatus by Commissioner Schaaf, seconded by Commissioner Peters. All in favor.

**MOTION** was made by Commissioner Peters to only have one department Facebook page and only the Chiefs as administrators of that page, seconded by Commissioner Skidmore. All in favor.

**MOTION** was made to adjourn at 9:50 pm by Commissioner Schaaf, seconded by Commissioner Peters. All in favor

Respectfully submitted,

*Paulamarie Rosso-Thompson*

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District Secretary