

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

**BOARD OF FIRE COMMISSIONERS
REGULAR TUESDAY MEETING
March 3, 2026**

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 Schaaf.

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

Absent:

Public:

Motion by Commissioner Austin to accept the minutes from the Wednesday District meeting on February 18, 2026, seconded by Commissioner Peters. All in favor.

Fund Balances:

<i>Capital Reserve</i>	<i>\$665,259.69</i>
<i>Truck Reserve</i>	<i>\$206,612.38</i>
<i>Ambulance Billing</i>	<i>\$66,803.21</i>
<i>Savings</i>	<i>\$746,381.15</i>
<i>Checking Balance</i>	<i>\$284,450.42</i>

MOTION was made to approve the budget amendment presented by the District Treasurer (see attachment) by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

Motion to accept the Treasurers Report made by Commissioner Austin and seconded by Commissioner Peters. All in favor. Commissioner Peters has made a motion to accept and pay Warrant #3. 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 Peters. All in favor.

Secretary Report:

MOTION was made to approve the upgrades of three iPhones for \$149.99 each by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

MOTION was made to approve the use of the meeting room on May 9, 2026, from 10am to 4pm by Commissioner Austin, seconded by Commissioner Schaaf. All in favor.

Attorney's Report:

Informed the board of an EMS seminar this weekend in Geneva, NY as well as a firefighter training May 15th in Lake George.

District Manager Report:

MOTION was made to approve the purchase of two new Toughbooks by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

MOTION was made by Commissioner Peters, seconded by Commissioner Skidmore to hire Parker Austin for snow removal etc. at the hourly rate of \$17.00. Commissioner Schaaf & Commissioner Rieckhoff in favor, Commissioner Austin recused himself from the vote.

EMS Supervisor Report:

MOTION was made to approve the purchase of the medical supplies and medications by Commissioner Skidmore, seconded by Commissioner Austin. All in favor.

MOTION was made to update the employee handbook with the on-call/Per-Diem policy by Commissioner Rieckhoff, seconded by Commissioner Austin. All in favor.

Chairman Schaaf:

NOTHING

Commissioner Austin:

Requested that DM purchase a new battery for the stretcher and a 2-drawer file cabinet with a lock for the QA/QI.

MOTION was made to approve the use of the parking lot for the Company 2 Car Show from Thursday, June 4, 2026, and each Thursday after until Thursday, August 27, 2026, from 5pm-8pm excluding July 16th by Commissioner Schaaf, seconded by Commissioner Peters. All in favor.

Commissioner Skidmore:

Made DM Quinn aware that the Millenium system will be expiring soon.

Inquired about gutter guards. Asked DM Quinn to get a contractor in to assess it.

Commissioner Peters:

MOTION was made to approve the purchase of a steel table and vise for the mechanic bay \$1485.00 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

Commissioner Rieckhoff:

Requested executive session

Chief's Report:

Chief Schaaf-

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

MOTION was made to approve the UTV4x4 (5-30-12) Use and Deployment Policy by Commissioner Peters, seconded by Commissioner Austin. All in favor.

Chief Kress-

MOTION was made to approve Edward Kress to remain a member of the USAR team for 2026 by Commissioner Peters, seconded by Commissioner Skidmore. All in favor.

Chief Smith:

NOTHING

EXECUTIVE SESSION CALLED: 8:13 pm.

MOTION made by Commissioner Schaaf, seconded by Commissioner Rieckhoff. 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: 8:51 pm

MOTION was made to adjourn at 8:52 pm by Commissioner Schaaf, seconded by Commissioner Austin. All in favor

Respectfully submitted,

Paulamarie Rosso-Thompson
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District Secretary