

**RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS**  
**1971 Rush-Mendon Road, Rush, New York 14543**  
**Unapproved Minutes – April 18, 2017**

**Roll Call:** Chairman Robert Faugh called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance to the Flag.

**Present:** Commissioners Robert Faugh, Michael Terzo, Dale Sweet, Scott Goodman, Treasurer Robert Kuhls and Secretary Colleen Statskey.

Representing the Rush Fire Department was Chief James McNeil, Assistant Chief Mike Terzo, Jr., President Duane Fanning, Alvin Sweet, Firefighters Joe Watlack, Tyler Grillo, Sean Brown, and Eric McNeil.

Representing the Town of Rush was Councilman Gerry Kusse.

Absent: Commissioner Lawrence Meston

**REPORT FROM THE TOWN:** Councilman Gerry Kusse apologized for his absence at the March 21<sup>st</sup> Fire Commissioners Meeting, he was ill. Councilman Kusse enjoyed attending the Fireman's Banquet on March 4<sup>th</sup>. Supervisor Cathy Frank, Councilwoman Rita McCarthy and Councilman Gerry Kusse have all decided to run again for the offices that they hold now. The Monroe County Fair will be at the BOCES property this year. The Town of Rush Design Charrette Day will be held on Saturday, June 10<sup>th</sup> 8 am – 5 pm.

Commissioner Scott Goodman spoke with Rush Town Clerk Pamela Bucci and asked if the Town Clerk would be willing to accept the Rush Fire District delivery packages at the town hall and she is not able to do this request. Councilman Gerry Kusse will look into this further.

**APPROVAL OF MINUTES:** The Minutes of March 21, 2017, were approved with corrections made under New Equipment to read 400 gallon *portable* fire pump purchased from the *Mendon Fire District* and to remove *for the brush truck*.

**A motion was made by Commissioner Michael Terzo, seconded by Commissioner Dale Sweet and approved 4-0 to accept the Minutes of March 21, 2017, with corrections under New Equipment to read 400 gallon *portable* fire pump purchased from the *Mendon Fire District* and remove *for the brush truck*.**

**AREAS OF CONCERN:**

**COMMUNICATIONS:** None.

**FIRE MARSHAL:** No report.

**NEW EQUIPMENT:** Chief James McNeil and Commissioner Michael Terzo are obtaining quotes from two vendors for new Ice Suits.

**TRAINING:** Assistant Chief Mike Terzo, Jr. reported two nights of bailout training for all interior firefighters is scheduled. Power Point curriculum bailout training is changed for all firefighters to do this online. Live fire drill in Honeoye Falls turned out well. Another live fire drill is scheduled for September. Three to four members attended the CPR make up class on April 15<sup>th</sup>. Will Stanton and Marisa Scott will be attending Firefighter boot camp starting May 11<sup>th</sup>. Throughout the next 2-3 months will be going to the academy until the course is completed. UTV drill in Scottsville is scheduled for June. Chief James McNeil and Eric McNeil will be taking water rescue class in May. Four firefighters taking pump ops starts in May. Fire Officer 1 class offered last month that was canceled will be rescheduled in the fall. Assistant Chief Mike Terzo, Jr. discussed the online boater safety course. The Rush Fire District is suggesting all firefighters take this course. Firefighter Tyler Grillo is taking his Firefighter II class. Mandatory training will be completed by the end of April. Commissioner Robert Faugh will contact the members directly who still are in need of their training.

**HOUSE #1:** Commissioner Robert Faugh and Commissioner Michael Terzo reported no leaks in the roof were noted during the last big rain storm. Commissioner Michael Terzo will fix the blue siding above the radio room that was pulled down by the wind. Commissioner Dale Sweet discussed the cleaning situation at House #1 and that all members should take Pride in Ownership. The cleaning lady is now retired. All members should clean up after themselves. A few firefighters and members have offered to clean House #1. Sunday, April 23, 2017, is scheduled work detail.

**HOUSE #2:** Commissioner Michael Terzo met Home Power Systems regarding the generator. The starter solenoid was burned up and replaced. The transfer switch works fine now. Commissioner Michael Terzo will have Home Power Systems tune up the Coleman Generator. The bushes are cleaned up. Clean up work detail needs to be completed. Commissioner Robert Faugh sent O'Neill Tree and Landscape a thank you letter and slip for donation. Commissioner Robert Faugh will have the plumber replace the toilet. Commissioner Dale Sweet reported both parking lots at House #1 and #2 need quotes on sealing, striping and repairs. Commissioner Dale Sweet will obtain quotes.

**VEHICLE & EQUIPMENT MAINTENANCE:** Commissioner Michael Terzo discussed 584 which has two recalls and is waiting to hear back from Har-Rob. Captain Joseph Watlack questioned 583 and the low anti-freeze alarm. Check the level and fill a little. Commissioner Michael Terzo reported Jackson Welding delivered the tanks. Commissioner Michael Terzo purchased a new regulator for the tanks on 588. Chief James McNeil stated 589 ambulance needs an oil change.

**SAFETY/OSHA:** No report.

**PHYSICALS:** Secretary Colleen Statskey updated the Fire Commissioners on delinquent interior firefighters who need physicals. A physical packet and letter was hand given to Sean Brown at the meeting. President Duane Fanning will contact Secretary Diana Pfersick regarding Tim Lincourt's letter. Correspondence will need to be sent to District Secretary Colleen Statskey.

**A motion made by Commissioner Michael Terzo, seconded by Commissioner Robert Faugh and approved 4 to 0 to go into Executive Session at 8:15 PM.**

**A motion made by Commissioner Michael Terzo, seconded by Commissioner Dale Sweet and approved 4 to 0 to end Executive Session at 9:07 PM.**

**PHYSICAL FITNESS:** Commissioner Scott Goodman posted the Physical Fitness Program Reimbursement Guideline on Google Docs.

**EMS, 911, STREET DIRECTORY:** Commissioner Scott Goodman has made changes to EMS charts. A few people from Henrietta Ambulance had access to our charts and are now removed. James Bucci is the active administrator and Commissioner Scott Goodman will ask James Bucci to give his administrative access to Commissioner Goodman. Sean Brown and Jenna Cirincione QA, then to Commissioner Scott Goodman and then advance. The medical drugs will be put into a safe. Commissioner Scott Goodman and another Fire Commissioner will have access to the safe. In EMS charts when a medical drug is used an email will be sent to Commissioner Scott Goodman. All medical drugs will be given a number to track. The Commissioners and Chief James McNeil discussed the First Responder instructions on EMS charts.

**INVENTORY, INSPECTION & INSPECTION DINNER:** No report.

**LEGISLATION:** None.

**INSURANCE AND GROUP LIFE INSURANCE:** Treasurer Robert Kuhls stated Clement Bayer was removed from the Group Life Insurance Program.

**MEMBERSHIP:** No new members.

**PUBLICITY:** Commissioner Robert Faugh discussed his submission to the Rush Town Newsletter.

**BILLS:**

APRIL 2017 – INVOICES – GENERAL FUND  
ACCOUNT

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| Voucher  | Account Code. | Disbursement Account | Name of Vendor and Description                           | Invoice Amount |
|----------|---------------|----------------------|--|----------------|
| 2017-102 | 3410.1        | Personnel Services   | Colleen Statskey – Secretary wages 1/1/2017 to 3/31/2017 | \$1,159.35     |
| 2017-103 | 3410.1        | Personnel Services   | Robert M.Kuhls – Treasurer wages 1/1/2017 to 3/31/2017   | 1085.01        |

|          |         |                           |  |         |
|----------|---------|---------------------------|--|---------|
| 2017-104 | 34.461a | Utilities                 | RG&E – Gas Ser. Sta. 1   | 598.67  |
|          | 34461b  | Utilities                 | RG&E – Gas Ser. Sta. 2   | 70.21   |
| 2017-105 | 34.451n | Maintenance Facilites     | Coakley Disposal Service, Inc. - Waste removal (April)   | 44.00   |
| 2017-106 | 34.426  | Copier Lease/Repl         | Xerox Financial Services – Copier Lease  | 210.85  |
| 2017-107 | 34.462a | Utilities                 | National Grid – Electric Sta. 1  | 458.29  |
|          | 34.462b | Utilities                 | National Grid – Electric Sta. 2  | 90.73   |
| 2017-108 | 9088.8  | Benefits                  | VESO Life – Group Life Ins. Prem (May)   | 559.68  |
| 2017-109 | 34.463c | Utilities                 | Monroe County Water Authority – 4 inch Fire service line Sta. 1  | 55.00   |
| 2017-110 | 34.447  | Communications            | Monroe County Public Safety Communications – Digital pager service   | 171.00  |
| 2017-111 | 34.426  | Copier Lease/Repl         | LEAF – Copier lease (new)  | 124.86  |
| 2017-112 | 34.442c | SCBA                      | DiVal Safety Equipment, Inc. - 1 Scott battery holder for NxG2   | 242.75  |
| 2017-113 | 34.433  | Uniforms                  | Uniform Express – Name tags, badges, dress uniform cap   | 1585.50 |
| 2017-114 | 34.441k | Fire Vehicles             | Har-Rob Fire Apparatus Svs, & Sls., Inc. - Light bar, siren, speaker, lights   | 2591.18 |
| 2017-115 | 3410.27 | EMS Supplies              | KMS Medical Products, LLC – BD Sharps Collector, Repl canister, supplies   | 90.50   |
| 2017-116 | 9089.8  | Benefits                  | Health Works – FF physical (K. Kolmetz)  | 291.25  |
| 2017-117 | 34.442d | Personal Protective Equip | Rush Henrietta Opticians, P. C. - Scott insert (SBCA glasses) J.McNeil   | 89.00   |
| 2017-118 | 34.433  | Uniforms                  | United Uniform – EMS Pant & belt (A. O'Neil)   | 77.90   |
| 2017-119 | 34.428  | EMS Charting              | emsCharts, Inc. - EMS Charts   | 113.00  |
| 2017-120 | 3410.27 | EMS Supplies              | Henrietta Volunteer Ambulance – EMS Supplies   | 129.70  |
| 2017-121 | 34.441e | Fire Vehicles             | Jim Princehorn – 3 Halogon bulbs (R588)  | 31.92   |
| 2017-122 | 34.442k | Rope/Ice Rescue           | Tech Rescue Supply LLC – Rope, ice anchors supplies<br>Mike Terzo – Mileage to & from Montour Falls (Tech Rescue conference) | 1515.07 |
| 2017123  | 34.432a | Travel                    | Mike Terzo – Meals (Tech Rescue Conference)  | 99.51   |
|          | 34.432c | Meals                     | Mike Terzo – Meals (Tech Rescue Conference)  | 27.65   |
| 2017-124 | 34.442d | Personal Protective Equip | Elizaco, Inc. - Turn Out Gear(3)   | 7034.52 |
| 2017-125 | 34.451b | Maintenance Facilites     | Weider's Hardware – Cleaning supplies  | 11.16   |
| 2017-126 | 34.435  | Mileage (Chief's Vehicle) | Jim McNeil – Chiefs vehicle mileage reimbursement 1 <sup>st</sup> qtr 2017   | 279.81  |
| 2017-127 | 3410.27 | EMS Supplies              | KMS Medical Products, LLC –Tourniquet. Wipes, Instant Glucose  | 464.50  |
| 2017-128 | 34.442d | Personal Protective Equip | Jackson Welding & Gas Products – Hard hat, jacket, gloves  | 326.52  |
| 2017-129 | 34.441e | Fire Vehicles             | Jackson Welding & Gas Products – 2 MC Acetylene & oxygen (R588)  | 104.97  |
| 2017-130 | 34.441i | Fire Vehicles – In Stock  | Honeoye Falls NAPA – Truck cleaning supplies   | 46.95   |
| 2017-131 | 34.441i | Fire Vehicles – In Stock  | Honeoye Falls NAPA – Truck cleaning supplies   | 26.76   |
| 2017-132 | 34.424  | Data Line                 | Time Warner Cable – Data line Sta. 1   | 29.95   |
|          | 34.464  | Utilities                 | Time Warner Cable – Telephones Sta. 1 & 2  | 353.24  |
| 2017-133 | 34.441e | Fire Vehicles             | Jackson Welding & Gas Products – 1 Harris 301 Single stage regulator   | 75.00   |
| 2017-134 | 34.441k | Rope/Ice Rescue           | Honeoye Falls NAPA – Wire tubing & connectors for Chiefs Truck   | 44.09   |
| 2017-135 | 34.442d | Personal Protective Equip | Legend Data Systems, Inc. - Name tags (yellow & orange)  | 30.10   |
| 2017-136 | 34.435  | Mileage (Chief's Vehicle) | Michael Terzo Jr. - Chiefs vehicle mileage reimbursement (1 <sup>st</sup> qtr 2017)  | 249.85  |

|          |         |                           |   |             |
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| 2017-137 | 34.451b | Maintenance Facilities    | Morico Floor Cleaning Systems, Inc. - Floor cleaning Sta. 1 (March) | 200.00      |
| 2017-138 | 34.442d | Personal Protective Equip | Elizaco, Inc. - Turn Out Gear (1)                                   | 2344.84     |
| 2017-139 | 34.411  | Office Expense/Supplies   | Cardmember Service – Postage cost                                   | 29.85       |
|          | 34.441i | Fire Vehicles             | Cardmember Service – Fire vehicles -oil in stock                    | 55.98       |
|          | 34.451a | Maintenance Facilities    | Cardmember Service – Lowe's   | 89.74       |
|          | 34.423d | Meals                     | Cardmember Service – Meals (training sessions)                      | 178.38      |
|          | 34.432d | Lodging                   | Cardmember Service – Lodging  | 273.00      |
|          | 34.432b | Training                  | Cardmember Service – Training, conferences                          | 455.69      |
|          | 34.442f | Portable Pumps            | Cardmember Service – tank for portable pump                         | 113.38      |
|          | 3410.26 | New Equipment (Chief)     | Cardmember Service – New Equipment Chief's                          | 297.37      |
| TOTAL    |         |                           |   | \$24,628.23 |

**Following a final review of the April 2017 General Fund Invoices, Vouchers #2017-102 through #2017-139, Commissioner Robert Faugh made a motion, seconded by Commissioner Scott Goodman and approved 3 to 0 to pay the vouchers in the amount of \$24,628.23, abstained by Commissioner Michael Terzo.**

The Vouchers were reviewed by Commissioner Robert Faugh, Commissioner Scott Goodman and Commissioner Dale Sweet.

Commissioner Michael Terzo and Commissioner Dale Sweet discussed personal vehicles only receive reimbursement for training mileage. 2017 STEP Conference was not approved for reimbursement for a member. No permission from Chief James McNeil.

**MCFDOA:** Treasurer Robert Kuhls reported the Monroe County Fire District Officers Association Dinner meeting will be held on April 27, 2017, at the Wildwood Country Club in Rush hosted by the Henrietta Fire District. Treasurer Robert Kuhls will take care of the reservations.

**LONG RANGE PLANNING:** Treasurer Robert Kuhls passed out the Treasurer's Report for March, 2017.

**STATE SCHOOL AT INDUSTRY:** No report.

**PLANNING BOARD:** The Fire Commissioners reviewed Zoning Application 2017-01Z - 533 Fishell Rd. The Board has no issues with this application. Secretary Statskey will send a letter to the Zoning Board.

**LEHIGH TRAIL/MONROE COUNTY PARKS:** None.

**PERSONNEL RELATIONS:** None.

**PROCEDURES AND OPERATIONS:** No report.

**INFORMATION SYSTEMS:** Commissioner Scott Goodman stated many new automatic updates have been done to the District Website. Commissioner Scott Goodman reported Jenna Cirincione and himself have Bricks, if anyone else is interested the App is free.

**APPARATUS:** No report.

**OLD BUSINESS:** Treasurer Robert Kuhls completed the Census Report. Commissioner Michael Terzo discussed his meeting with the auditor. Commissioner Michael Terzo discussed the auditor will put in his report that the District needs to adopt a policy stating for deliveries other than the person who ordered the item another signature is approved and needed to verified that the product was received.

**NEW BUSINESS:**

Alvin Sweet spoke at length regarding the Town of Rush Design Charrette Day on Saturday, June 10, 2017, at the William Udicious Pavilion from 8 AM – 5 PM, RSVP by June 7th. Alvin is part of the Charrette Day Steering Committee. Alvin Sweet strongly encourages the Rush Fire District and all to attend.

The Rush Fire Department Annual Open House is scheduled for Sunday, April 30, 2017, 1 – 4 PM.

Chief James McNeil reported that Henrietta Fire District has authorized up to 3 members to join the Drill Team this year. Firefighters Kyle McNeil, Eric McNeil and Tyler Grillo have showed an interest.

**A motion was made by Commissioner Dale Sweet, seconded by Commissioner Robert Faugh and approved 4 to 0 to allow Firefighters Kyle McNeil, Eric McNeil and Tyler Grillo to participate in the Henrietta Fire Company No. 1 drill team.**

Chief James McNeil and Rush Fire Commissioners discussed the age limit for driver training 18 years. You cannot be cleared until the age of 21. No maximum age.

Sean Brown and 3 other firefighters purchased a 4 in 1 weight machine. They would like permission to put the weight machine in the work out room in House #1.

**A motion made by Commissioner Scott Goodman, seconded by Commissioner Dale Sweet, and approved 4 to 0 to allow the 4 in 1 weight machine to be placed in the work out room in House #1.**

Sean Brown will research and put together an itemized LED conversion list for 582.

Commissioner Michael Terzo will obtain a BID package for the 5 inch hose that needs to be replaced. Commissioner Michael Terzo would like to donate the old hose to the academy.

ID cards will be made for all members.

**Room Rental:**

Karen Dolliver, Ladies Auxiliary would like to use the large meeting room on Saturday, May 20, 2017, from 1 -5 PM for a baby shower.

**A motion made by Commissioner Scott Goodman, seconded by Commissioner Michael Terzo and approved 4 to 0 to approve the use of the large meeting room on Saturday, May 20, 2017, from 1-5 PM for a baby shower.**

Commissioner Michael Terzo made a motion to adjourn the meeting. The motion was seconded by Commissioner Dale Sweet and approved 4 to 0 to close the meeting. It was adjourned by comment consent at 9:58 pm.

Respectfully submitted,

Colleen Statskey  
District Secretary