

**Rush Fire District, Board of Fire Commissioners
1971 Rush Mendon Road
Rush, New York 14543**

ORGANIZATIONAL MEETING
JANUARY 4, 2017

MINUTES

The 2017 Organizational Meeting was called to order by Treasurer Robert Kuhls at 7:00 PM on January 4,, 2017, followed by the Pledge of Allegiance to the Flag.

Roll Call: Board members present were Robert Faugh, Dale Sweet, Michael Terzo, Lawrence Meston, and Scott Goodman. Others present were Treasurer Robert Kuhls, Secretary Colleen Statskey, Assistant Chief James McNeil, President Duane Fanning and Firefighter Joe Watlack.

The organizational meeting was publicized on the Rush Fire Department web site at www.Rushfd.org and in the Henrietta Post.

Commissioner Robert Faugh completed his Oath of Office before the Rush Town Clerk.

Treasurer Robert Kuhls requested nominations for the position of Chairman of the Board of Fire Commissioners for the year 2017. **Motion made by Commissioner Michael Terzo seconded by Commissioner Dale Sweet and favored 4-0 to nominate Robert Faugh as Chairman of the Board of Fire Commissioners for the year 2017.**

Commissioner Michael Terzo made a motion, seconded by Commissioner Scott Goodman and approved 4-0 to close nominations for Chairman of the Board of Fire Commissioners for the year 2017.

Commissioner Robert Faugh abstained from the vote.

From this point forward, the meeting was led by Chairman Robert Faugh.

Commissioner Robert Faugh asked for nominations for the position of Vice Chairman of the Board for the year 2017. **Commissioner Michael Terzo made a motion seconded by Commissioner Dale Sweet and favored 4-0 to nominate Scott Goodman as Vice-Chairman of the Board of Fire Commissioners for the year 2017.**

A motion was made by Commissioner Michael Terzo seconded by Commissioner Dale Sweet and approved 4-0 to close all nominations. Motion was approved 4-0 to close nominations for Vice-Chairman of the Board of Fire Commissioners for the year 2017.

Commissioner Scott Goodman abstained from the vote.

TREASURER: Commissioner Robert Faugh requested nominations for Board of Fire Commissioner's Treasurer for the year 2017. **Commissioner Michael Terzo made a motion, seconded by Commissioner Dale Sweet and favored 5-0 to appoint Robert Kuhls to the position of Treasurer of the Rush Fire District for the year 2017.**

A motion was made by Commissioner Michael Terzo seconded by Commissioner Dale Sweet to close all nominations. Motion was approved 5-0 to close nominations for Treasurer of the Board of Fire Commissioners for the year 2017.

SECRETARY: Commissioner Robert Faugh requested nominations for Board of Fire Commissioner's Secretary for the year 2017. **Commissioner Michael Terzo made a motion seconded by Lawrence Meston and favored 5-0 to appoint Colleen Statskey to the position of Secretary of the Rush Fire District for the year 2017.**

A motion was made by Commissioner Robert Faugh seconded by Commissioner Michael Terzo to close all nomination. Motion was approved 5-0 to close nominations for Secretary of the Board of Fire Commissioners for the year 2017.

SALARIES:

Commissioner Dale Sweet made a motion, seconded by Commissioner Lawrence Meston and approved 5-0 to increase the hourly pay of the Treasurer and Secretary which amounts to \$17.70 per hour for 40 hours each per month.

FINANCIAL INSTITUTION: Treasurer Robert Kuhls discussed with the Board their current financial institution, M&T Bank. **A resolution was made by Commissioner Lawrence Meston which was seconded by Commissioner Robert Faugh and approved 5-0 to continue the District's general checking with M&T Bank and that any other deposits are to be made at the discretion of the Board, depending on rates.**

OFFICIAL NEWSPAPER:

A resolution was made by Commissioner Robert Faugh, seconded by Commissioner Michael Terzo designating THE HENRIETTA POST as the official newspaper for the Rush Fire District. Motion was further approved 5-0.

ATTORNEY:

A resolution was made by Commissioner Robert Faugh seconded by Commissioner Michael Terzo that Peter Weishaar, Partner with McConville Considine Cooman & Morin, PC, Attorneys & Counselors at Law retained as Attorney for the Rush Fire District with payment for services as rendered. Resolution was further approved 5-0 pending Mr. Weishaar's acceptance.

Secretary Colleen Statskey will forward a letter of acceptance to Peter Weishaar.

RUSH FIRE DEPARTMENT FUND-RAISING ACTIVITIES: A resolution was made by Commissioner Michael Terzo that the Board of Fire Commissioners hereby approve the Fire Department Annual Fund Drive, the Fire Department Firemen's Carnival of July 13, 14, and 15, 2017, as the official fund-raising activities for the Rush Fire Department, Inc., and any other activities for which fire department members receive activity points to be covered within the structures of the Workers Compensation Insurance (VFBL). Resolution seconded by Commissioner Scott Goodman and approved 5-0.

MEETING SCHEDULE: A resolution was made by Commissioner Michael Terzo, that the Board of Fire Commissioners conduct their monthly meeting at the Rush Fire Station, 1971 Rush Mendon Road, Rush, New York on the third (3rd) Tuesday of each month, unless otherwise specified, beginning at 7 PM during the calendar year of 2017. A copy of this resolution is to be sent to the official newspaper of the Rush Fire District. When there are any changes in the scheduled meeting date the District Secretary will be instructed to inform all Board members of the change at least one week prior to the change. Resolution seconded by Commissioner Dale Sweet and further approved 5-0.

TREASURER'S BOND:

A resolution was made by Commissioner Robert Faugh that the Treasurer's Bond be \$1,000,000.00 as written by the Selective Insurance. Resolution seconded by Commissioner Michael Terzo and approved 5-0. A copy of the Bond will be filed with the Town Clerk's Office.

AUTHORIZED PURCHASE AMOUNTS:

A resolution made by Commissioner Robert Faugh stating that all purchases, of any type of equipment and/or supplies over the amount of \$2500.00 following the steps of the Purchasing Policy 5.1 must be approved by the Board of Fire Commissioners. Resolution seconded by Commissioner Michael Terzo and approved 5-0. Emergency repairs to any

motorized fire equipment are exempt; however, the maintenance officer is to be advised of any emergency repair.

STATE AND COUNTY ASSOCIATIONS:

A resolution was made by Commissioner Robert Faugh that the Board of Fire Commissioners continues to maintain membership in the Association of Fire Districts of the State of New York and become registered in the Association Directory for the year 2017 and continue membership in the Monroe County Fire District Officer's Association. Payment of membership dues in both organizations is authorized when due. Resolution seconded by Commissioner Dale Sweet and approved 5-0.

MONROE COUNTY FIRE DISTRICT OFFICERS ASSOCIATIONS:

A motion was made by Commissioner Robert Faugh that Treasurer Robert Kuhls and alternate Commissioner Scott Goodman be designated to act as the official representative to the Monroe County Fire Districts Officers Association Executive Committee seconded by Commissioner Lawrence Meston and approved 5-0.

MAINTENANCE OFFICER: A resolution was made by Commissioner Michael Terzo that Robert Faugh act as maintenance officer of the vehicles on behalf of the Board of Fire Commissioners for the year 2017. Resolution seconded by Commissioner Lawrence Meston and approved 5-0.

A resolution was made by Commissioner Robert Faugh that Michael Terzo act as alternate maintenance officer of the vehicles on behalf of the Board of Fire Commissioners for the year 2017. Resolution seconded by Commissioner Dale Sweet and approved 5-0.

SAFETY COMMITTEE: A resolution was made by Commissioner Robert Faugh that the Board of Fire Commissioners hereby appoints Commissioner Scott Goodman to the Safety Committee of the Rush Fire Department, Inc. for the year 2017. Resolution was seconded by Commissioner Michael Terzo and approved 5-0.

MILEAGE RATE: A resolution was made by Commissioner Robert Faugh that the Board of Fire Commissioners stays within the federal guidelines and authorizes the payment of the official IRS mileage rate for authorized trips and that Fire Chiefs submit their personal vehicle mileage vouchers on a quarterly basis to the District Treasurer. Authorized trips for all members include quarterly meetings, Fire District Officers Executive meetings, conventions, conferences, and training programs and any authorized travel which has received prior approval by the Board of Fire Commissioners. Resolution seconded by Lawrence Meston and approved 5-0.

A resolution was made by Commissioner Robert Faugh that any firefighter who is going to attend any firematic or EMS function which represents the Rush Fire Department, Inc., or any non-activity point type function such as banquets, Fire Association meeting or functions, or anyone being sent to such by one of the Chief Officers, providing the Fire Chief has approved, is covered under the Workers Compensation Insurance (VFBL). Resolution seconded by Commissioner Lawrence Meston and approved 5-0.

A resolution was made by Commissioner Robert Faugh that any out of pocket reimbursement to a member for a Fire Department or Fire District purchase needs to have prior approval by the Fire Chief. Resolution seconded by Commissioner Lawrence Meston and approved 5-0.

The following is a list of responsibilities and areas of concerns where each member of the Board will serve:

House #1	R. Faugh, S. Goodman, M. Terzo
House #2	L. Meston, M. Terzo
Vehicle, Equipment Maintenance	R. Faugh, M. Terzo
Safety, OSHA, NFPA	R. Faugh, S. Goodman
Physicals	L. Meston, C. Statskey
Physical Fitness	D. Sweet
EMS, 911, Street Directory	R. Faugh, C. Statskey
Inventory, Inspection & Inspection Dinner	M. Terzo, S. Goodman, C. Statskey
Legislation	R. Faugh
Insurance, Group Life Insurance	R. Kuhls, L. Meston, C. Statskey
Membership, Rush Fire Department, Inc. (Retention & Recruitment)	D. Sweet
Publicity	R. Faugh
MCFDO Association	Exec. Member-R. Kuhls, Alt. Member – S. Goodman
Long Rang Planning:	
Liaison with Planning Consultant	D. Sweet
State School at Industry	R. Faugh, J. Bucci, J. McNeil
Liaison to:	
Planning Board	D. Sweet
Disaster Plan	R. Faugh
Others as identified	R. Faugh (Chairman)
Lehigh Trail/MC Parks	M. Terzo, J. Bucci, J. McNeil
Personnel Relations	L. Meston, P. Weishaar, Attorney
Procedures and Operations	S. Goodman, C. Statskey
Information System, Data Terminal	S. Goodman, M. Terzo (Red Alert), C. Statskey

Apparatus	R. Faugh, L. Meston, M. Terzo, J. Bucci, J. McNeil
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A resolution was made by Commissioner Robert Faugh to approve to the list responsibilities for the Board of Fire Commissioners. Resolution seconded by Commissioner Michael Terzo and approved 5-0.

TREASURER REPORT: Treasurer Robert Kuhls reported that the year-end balance for 2016 in the General Fund Checking Account is \$12,963.76 and the General Fund Municipal Savings Account is \$62,315.91. The Capital Reserve Equipment Type Fund is \$401,077.23. The Capital Reserve Building and Property Fund Account year-end balance for 2016 is \$361,037.83. The Total of All Accounts year-end balance for 2016 is \$ 837,394.73. The interest has all been posted to the accounts.

OTHER BUSINESS: 2017 Fire Commissioner training will be held on February 18th in Brighton Fire Station 1.

Commissioner Lawrence Meston reported that Attorney Peter Weissar has not responded to his question regarding the Chief Nomination 2017. The Fire Commissioners discussed the Chief Nomination 2017 and decided to set a date of January 16, 2017 at 7:30 PM for the Rush Fire Department to hold 3 elections to nominate: Chief, 1st Assistant Chief, and 2nd Chief Assistant.

A motion was made by Lawrence Meston, seconded by Commissioner Michael Terzo to send the Chief Nominations back to the Rush Fire Department for a new slate of chief officers. A special nomination meeting to be held on January 16, 2017 at 7:30 PM to hold 3 nominations and 3 elections: Chief, 1st Assistant Chief, and 2nd Chief Assistant.

Secretary Colleen Statskey will contact President Duane Fanning to let him know the Rush Board of Fire Commissioners is requesting a new slate of Chief Officer nominations to be presented before 1900 hour January 17, 2017, to the Board of Fire Commissioners.

A motion made by Commissioner Lawrence Meston, seconded by Commissioner Dale Sweet and approved 5 to 0 to rescind motion made December 20, 2016, to appoint James McNeil as Chief to the Rush Fire District.

A motion made by Commissioner Lawrence Meston, seconded by Commissioner Scott Goodman, and approved 4 to 0 to rescind motion made December 20, 2016, to appoint Jon Faugh as the 1st Assistant Chief to the Rush Fire District, abstained by Commissioner Robert Faugh.

A motion made by Commissioner Lawrence Meston, seconded by Commissioner Scott Goodman, and approved 4 to 0, to rescind motion made December 20, 2016, to appoint Michael Terzo, Jr. as the 2nd Assistant Chief to the Rush Fire District, abstained by Commissioner Michael Terzo.

When the Chief Nominations presented by the Rush Fire Department are approved by the Board of Fire Commissioners, the new Rush Fire Department Chief officer will present his Line Officers for 2017, to the Board of Fire Commissioners at their meeting on January 17, 2017, to be discussed and possible approval.

The Rush Board of Fire Commissioners spoke regarding firefighters maintaining their training and additional training that needs to be completed.

ADJOURNMENT: Being no further business, a motion was made by Commissioner Lawrence Meston that the meeting be adjourned. Motion seconded by Commissioner Michael Terzo and approved 5-0. Meeting was adjourned at 6:45 PM.

Respectfully submitted,

Colleen Statskey
District Secretary