

**RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS**  
**1971 Rush-Mendon Road, Rush, New York 14543**  
**Unapproved Minutes – December 19, 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, Lawrence Meston, Michael Terzo, Scott Goodman, Dale Sweet, Treasurer Robert Kuhls and Secretary Colleen Statskey.

Representing the Rush Fire Department was Chief James McNeil, Assistant Chief Jon Faugh, President Duane Fanning, and Firefighter Tyler Grillo.

Representing the Town was Councilman Gerry Kusse.

**REPORT FROM THE TOWN:** Councilman Kusse reported that he did send out the email concerning the flooding issues in the hamlet to the Fire Commissioners. The Board of Rush Fire Commissioners will be waiting for a date for the next meeting.

**APPROVAL OF MINUTES:** The Minutes of November 21, 2017, were approved with a correction on *page 2 under New Equipment to read winch for the Kubota, on page 2 under House #1 to add thermo to new coupler and under Old Business Commissioner Robert Faugh passed out a Draft Copy for Officer Qualifications not Commissioner Michael Terzo.*

**A motion was made by Commissioner Michael Terzo, seconded by Commissioner Dale Sweet and approved 4-0 to accept the Minutes of November 21, 2017, with the corrections mentioned above.**

**AREAS OF CONCERN:**

**COMMUNICATIONS:** None.

**FIRE MARSHAL:** No report.

**NEW EQUIPMENT:** No report.

**TRAINING:** Chief James McNeil reported training is up to date for the year.

**HOUSE #1:** Commissioner Robert Faugh reported the key was broken off in the cabinets in the kitchen. Commissioner Robert Faugh found a key in the closet and took it to Weiders and had a new spare key made. Commissioner Dale Sweet spoke with Dale Coon regarding cleaning the lounge, kitchen floor, two meeting rooms and

the bathrooms. Commissioner Dale Sweet will finalize specific details regarding supervision, cleaning supplies, etc.

**HOUSE #2:** Commissioner Michael Terzo stated the gutters need to be cleaned. Chief James McNeil asked Firefighter Tyler Grillo to take care of the gutter cleaning.

**VEHICLE & EQUIPMENT MAINTENANCE:** Commissioner Robert Faugh reported 582 at the car fire had an issue with left side flood light that would not work. Commissioner Robert Faugh was told the bulb has been replaced two or three times. The circuit breaker was turned off and the lights are now working. Commissioner Robert Faugh reported the batteries on the air packs needed to be replaced.

**SAFETY/OSHA:** No report.

**PHYSICALS:** Commissioner Lawrence Meston reported the Firefighter Physicals will be performed on Monday, February 26<sup>th</sup>, by Healthworks.

**PHYSICAL FITNESS:** No report.

**EMS, 911, STREET DIRECTORY:** Commissioner Scott Goodman mailed out the ambulance recertification paperwork.

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

**LEGISLATION:** Commissioner Robert Faugh reported the Governor signing a Bill regarding raffling.

**INSURANCE AND GROUP LIFE INSURANCE:** Treasurer Robert Kuhls to speak with Zachary DuBois.

**MEMBERSHIP:** No new members.

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

**BILLS:**

DECEMBER 2017 – INVOICES – GENERAL FUND ACCOUNT

Voucher	Account Code.	Disbursement Account	Name of Vendor and Description	Invoice Amount
2017-435	34.462a	Utilities	National Grid – Electric Sta. 1	\$476.29
	34.462b	Utilities	National Grid – Electric Sta. 2	108.59
2017-436	34.451n	Maintenance Facilities	CoakleyDisposal Service, Inc. - Waste removal (Dec 2017)	44.00
2017-437	34.426	Copier Repl/Lease	LEAF – Copier lease	124.86
2017-438	34.411	Gen Office Exp/supplies	Messenger Post Media – Legal notice (Commissioner Election)	43.89
2017-439	34.428	EMS Charting	emsCharts, Inc. - EMS charting	113.00
2017-440	34.451b	Maintenance Facilities	Morico Floor Cleaning Systems, Inc. - Floor cleaning Sta. 1 (Nov 17)	200.00

2017-441	34.461a	Utilities	RG &E -Gas service Sta.1	465.24
	34.461b	Utilities	RG &E -Gas service Sta.2	77.15
2017-442	34.441f	Fire Vehicles	DiVal Safety Equipment, Inc. - Lighthawk charger, LED firefighting lantern	317.46
2017-443	34.491	Professional Services	Taddeo &Shahan, LLP – Professional services (7/17 & 7/18/17)	67.50
2017-444	34.451a	Maintenance Facilities	Stars & Strips The Flag Store – 6 POW nylon flags	540.00
2017-445	34.442d	Personal Protective Equip	DiVal Safety Equipment, Inc. - First responder coat & pant (1)	2496.98
2017-446	34.451f	Maintenance Facilities	Pipitone Enterprises LLC – Replaced bad thermo coupler (boiler)	135.00
2017-447	34.442k	Rope/Water Rescue	Rescue Source – 2 Rescue vest	184.38
2017-448	3410.27	EMS Supplies	Jackson Welding & Gas Products – Hazardous materials & 1 yr lease	322.39
2017-449	3410.27	EMS Supplies	Jackson Welding & Gas Products – 4 T oxygen medical	141.08
2017-450	34.433	Uniform Maintenance	Dorren's Dry Cleaners – Uniform dry cleaning (5) members	74.96
2017-451	34.442e	Hand Tools	Cardmember Service – Lowes & Sears Roebuck	287.38
	34.451o	Maintenance Facilities	Cardmember Service – Maynards Electric Supply	24.00
	34.441e	Fire Vehicles	Cardmember Service – Regional International (Henrietta) R588	25.24
	34.441h	Fire Vehicles	Cardmember Service – Northridge (UTV)	702.97
	34.411	Gen Office Exp/supplies	Cardmember Service – Staples	168.80
2017-452	34.446	Misc/Others	Anne Marie Miller – Election Inspector (Commissioners Election)	30.00
2017-453	34.446	Misc/Others	Conchetta Platt – Ballot Clerk (Commissioner Election)	30.00
2017-454	34.446	Misc/Others	Mary Ann Jakubowicz – Election Inspector (Commissioner Election)	30.00
2017-455	34.446	Misc/Others	Margaret Donaldson – Election Chairman (Commissioner Election)	30.00
2017-456	9088.8	Benefits	VESO Life – Group Life Ins. Prem. (Jan 2018)	503.92
2017-457	34.424	Data Line	Time Warner Cable – Data Line Sta. 1	29.95
	34.464	Utilities	Time Warner Cable – Telephone sta.1 &2	353.68
2017-458	34.434	Organization Fees	National Fire Protection Association – 1yr membership	175.00
2017-459	34.491	Professional Services	McConville Considine Cooman & Morin – FF to offer services to neighboring	175.00
2017-460	34.465	Utilities	Verizon – Cellular phones	674.98
2017-461	34.451a	Maintenance Facilities	Hartford Steam Boiler – Certificate (boiler Inspection)	105.00
2017-462	34.431	Meeting Expense	Monroe County Fire District Officers Expence – Annual meeting	130.00
2017-463	9970.9	Capital Reseve Bldg/Prop	Capital Reserve Building & Property Account – Deposit	51750.00
2017-464	9980.9	Capital Reseve Equip Type	Capital Reserve Equipment Type Fund – Deposit	16750.00
2017-465	3410.1	Personnel Services	Colleen Statskey – Secretary Wages 4 <sup>th</sup> qtr 2017	1469.10
2017-466	3410.1	Personnel Services	Robert M. Kuhls - Treasurer Wages 4 <sup>th</sup> qtr 2017	1131.03
TOTAL				\$80,508.82

**Following a final review of the December 2017 General Fund Invoices, Vouchers #2017-435 through #2017-466, Commissioner Lawrence Meston made a motion, seconded by Commissioner Dale Sweet and approved 5 to 0 to pay the vouchers in the amount of \$80,508.82**

The vouchers were reviewed by Commissioners Scott Goodman and Dale Sweet.

**MCFDOA:** Treasurer Robert Kuhls will attend the MCFDOA annual installation banquet and meeting on January 27, 2018.

**A motion made by Commissioner Robert Faugh, seconded by Commissioner Dale Sweet and approved 5 to 0 to pay for Treasurer Robert Kuhls to attend the Monroe County Fire District Officers Association Installation Banquet on January 27, 2018.**

**LONG RANGE PLANNING:** No report.

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

**PLANNING BOARD:** No new applications

**ZONING BOARD:** No new applications

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

**PERSONNEL RELATIONS:** No report.

**PROCEDURES AND OPERATIONS:** No report.

**INFORMATION SYSTEMS:** Commissioner Michael Terzo stated the UPS in the front room needs to be replaced. Commissioner Michael Terzo will speak with Zachary Dubois. Commissioner Michael Terzo reported that Red Alert is aware of our situations and is working on it. Maintenance fee was discussed. The Responder App will be corrected. Red Alert would like a server at the 911 Center. The tablets were discussed and Red Alert is working on the issues.

**APPARATUS:** No report.

**OLD BUSINESS:** Commissioner Lawrence Meston will contact Lawyer Peter Weishaar regarding the fire/incident report at 919 Works Road.

**NEW BUSINESS:** The Board decided to have the Organizational meeting on Friday, January 5, 2018 at 6:00 PM. Commissioner Robert Faugh to add the Organizational Meeting date and time to the LED sign. The Commissioners would like the three Chief's present at the meeting to discuss expectations for 2018.

Firefighter Tyler Grillo and the Fire Commissioners discussed Firefighter Grillo's mutual aid intentions with Honeoye Falls. Secretary Colleen Statskey to send a letter to the Chief of Honeoye Falls Fire Department requesting in detail their expectations for Firefighter Tyler Grillo's mutual aid while in the town of Honeoye Falls.

**A motion made by Commissioner Dale Sweet, seconded by Commissioner Lawrence Meston and approved 5 to 0 to give Firefighter Tyler Grillo permission to help with mutual aid to the Honeoye Falls Fire Department when in the town of Honeoye Falls.**

Commissioner Robert Faugh discussed two quotes obtained by Churchville Fire Equipment and HarRob for 582 LED replacement lights. The lowest quote was Churchville Fire Equipment for a total of \$3150.00.

**A motion made by Commissioner Robert Faugh, seconded by Commissioner Michael Terzo and approved 5 to 0 to have Churchville Fire Equipment replace the LED lights on 582 for a total of \$3150.00.**

Treasurer Robert Kuhls met with the State Audit Control Board 2% and had to verify our records with their records and they were satisfied. Treasurer Robert Kuhls wants to make sure that the Procurement Policy is up to date. At the last County Meeting it was mentioned that the State Auditors have been around and visiting. The State Auditors want to know when your Capital Reserve Funds were established. Information was passed out regarding credit card use.

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Dale Sweet and approved 5 to 0 to go into Executive Session at 7:46 PM.**

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Dale Sweet and approved 5 to 0 to end Executive Session at 7:54 PM.**

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Robert Faugh and approved 5 to 0 to appoint James McNeil as Chief to the Rush Fire Department.**

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Dale Sweet, and approved 4 to 0 to appoint Jon Faugh as the 1<sup>st</sup> Assistant Chief to the Rush Fire Department, abstained by Commissioner Robert Faugh.**

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Robert Faugh, and approved 4 to 1, to appoint Joseph Watlack, as the 2<sup>nd</sup> Assistant Chief to the Rush Fire Department, opposed by Commissioner Michael Terzo.**

The Oath of Offices for the Chiefs will be given, signed and notarized. Secretary Colleen Statskey will send the Chiefs Oath of Offices to the Rush Town Clerk.

## **Room Rentals:**

The Boy Scouts would like to use the small and large meeting rooms Wednesday evenings listed below starting at 6:30 PM for the large room and 7PM for the small room.

January 3rd

January 17th

February 7<sup>th</sup> small and large room

February 28<sup>th</sup> small and large room

March 7<sup>th</sup> small and large room

March 21<sup>st</sup> small and large room

April 18<sup>th</sup> small and large room

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Dale Sweet and approved 5 to 0 to approve the use of the small and large meeting rooms on the dates listed above starting at 6:30 PM.**

Commissioner Robert Faugh thanked the Rush Board of Fire Commissioners and the Chiefs for all of their hard work and dedication in 2017. Commissioner Robert Faugh instructed Secretary Colleen Statskey to send a thank you letter to Mike Terzo, Jr. on behalf of the Board of Rush Fire Commissioners. Chief James McNeil thanked the Rush Board of Fire Commissioners for all of their hard work and dedication in 2017.

The Capital Reserve Funds were discussed and the following was made.

Amending the 2017 budget adopted budget from \$342, 595.00 to the sum of \$352,451.07 by using the funds accrued as Unclassified revenue (A2770), Sale of Equipment (A2665), Gifts/Donations (A2705).

**A motion was made by Commissioner Dale Sweet, seconded by Commissioner Robert Faugh and approved 5 to 0 to increase the 2017 adopted budget to \$352,451.07 by using the accrued funds as reported by the Treasurer Robert Kuhls.**

The distribution of monies to the Capital Reserve Funds (Equipment Type and Building and Property Reserve Accounts) and the remaining unexpended balances in the Contractual and Benefits portions of the 2017 budget and the additional revenue was noted.

**A motion was made by Commissioner Dale Sweet, seconded by Commissioner Robert Faugh and approved 5 to 0 to approve an increase in the 2017 budget appropriations code 9900.9 the transfer to the Capital Reserve accounts the additional sum of \$35,500.00.**

**A motion was made by Commissioner Dale Sweet that the sum of \$68,500.00 be transferred to the Capital Reserve accounts as follows: Capital Reserve Equipment Type Fund Account the sum of \$16,750.00 and to the Capital Reserve Building and Property account the sum of 51,750.00, motion seconded by Commissioner Robert Faugh and approved 5 to 0 to transfer the fund.**

Treasurer Robert Kuhls was directed to make the appropriate transfers before December 31, 2017.

Commissioner Lawrence Meston made a motion, which was seconded by Commissioner Robert Faugh and approved 5 to 0 to end the meeting. The meeting was adjourned by common consent at 8:10 PM.

Respectfully submitted,

Colleen Statskey  
District Secretary

