

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

**ORGANIZATIONAL MEETING**  
JANUARY 5, 2018

MINUTES

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The 2018 Organizational Meeting was called to order by Treasurer Robert Kuhls at 7:00 PM on January 5, 2018, 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, Chief James McNeil, 1st Assistant Chief Jon Faugh, 2nd Assistant Chief Joseph Watlack and President Duane Fanning.

The organizational meeting was publicized on the Rush Fire Department web site at [www.Rushfd.org](http://www.Rushfd.org) and in the Henrietta Post.

Commissioner Scott Goodman 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 2018. **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 2018.**

**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 2018.**

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 2018. **Commissioner Lawrence Meston 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 2018.**

**A motion was made by Commissioner Dale Sweet seconded by Commissioner Lawrence Meston 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 2018.**

Commissioner Scott Goodman abstained from the vote.

**TREASURER:** Commissioner Robert Faugh requested nominations for Board of Fire Commissioner's Treasurer for the year 2018. **Commissioner Robert Faugh 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 2018.**

**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 2018.**

**SECRETARY:** Commissioner Robert Faugh requested nominations for Board of Fire Commissioner's Secretary for the year 2018. **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 2018.**

**A motion was made by Commissioner Robert Faugh seconded by Commissioner Michael Terzo to close all nominations. Motion was approved 5-0 to close nominations for Secretary of the Board of Fire Commissioners for the year 2018.**

**SALARIES:** Commissioner Lawrence Meston made a motion, seconded by Commissioner Dale Sweet and approved 5-0 to increase the hourly pay of the Treasurer and Secretary which amounts to \$18.25 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 19, 20, and 21, 2018, 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 (3<sup>rd</sup>) Tuesday of each month, unless otherwise specified, beginning at 7 PM during the calendar year of 2018. 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.

Commissioner Lawrence Meston will obtain quotes regarding a possible increase in the Treasurer's Bond.

**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 2018 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 2018. 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 2018. 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 2018. 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:

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

**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 2017 in the General Fund Checking Account is \$24,114.80 and the General Fund Municipal Savings Account is \$51,434.11. The Capital Reserve Equipment Type Fund is \$418,228.69. The Capital Reserve Building and Property Fund Account year-end balance for 2017 is \$413,149.61. The Total of All Accounts year-end balance for 2017 is \$906,927.21. The interest has all been posted to the accounts. The Treasurer's Report was passed out by Treasurer Robert Kuhls and discussed in detail with the Fire Commissioners. The Profit & Loss Budget Overview Report January through December, 2018 was passed out to all.

**OTHER BUSINESS:** 2018 Fire Commissioner training will be held on February 3rd at Brighton Fire Station 1.

Commissioner Dale Sweet discussed with Chief McNeil and Assistant Chiefs the expectations of the Fire Commissioners. Mandatory training, the need for drivers for the large apparatus and the ambulance are priority. Treat all members with respect. Any questions or concerns need to be addressed with Chief James McNeil and the appropriate Fire Commissioners. Commissioner Robert Faugh discussed at a couple drill nights in February a mini first responder update refresher will be given for all. All power points have been sent to the Officers to review. Commissioner Dale Sweet discussed the need to start out on the right foot and to move forward.

Commissioner Michael Terzo discussed purchases and the need for vouchers that need to be completed with the correct account numbers and given to Commissioner Michael Terzo to be addressed with Treasurer Robert Kuhls. Commissioner Dale Sweet discussed purchases that are not an emergency should be presented to the Fire Commissioners at their meetings by Chief James McNeil to be approved. Treasurer Robert Kuhls stated purchases that are done through a house account or credit card and an item needs to be returned, has to be done in a quick timely fashion before the next bill is due. Credit card is the last resort for a purchase. House accounts need to be used first.

Chief James McNeil discussed the 2018 Rush Fire Department Line Officers:

**5C-18 CHIEF - Chief James McNeil**  
**5C-28 1<sup>st</sup> Assistant Chief - Jon Faugh**  
**5C-38 2<sup>nd</sup> Assistant Chief/Training Officer - Joe Watlack**  
**House #1 Captain – Ron Faugh**  
**House #2 Captain – Sean Brown**  
**5C-68 EMS DO Scott Goodman**  
**5C-78 Lt./R-588 Jim Princehorn**

**5C-88 Lt./R-584 Andrew Socola  
5C-98 Lt./P-582 Kevin Smith  
5C-108 Lt/ P-583 Sean Brown  
5C-118 Lt/GF587 Eric McNeil  
5C-128 Safety Officer Bruce Hall  
5X-18 Fire Police Captain Robert Faugh**

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Michael Terzo and approved 5 to 0 to go into Executive Session at 6:43 PM.**

**A motion made by Commissioner Robert Faugh, seconded by Commissioner Dale Sweet and approved 5 to 0 to end Executive Session at 6:48 PM.**

**A motion made by Commissioner Lawrence Meston, seconded by Commissioner Dale Sweet and approved 4 to 1 to approve the new 2018 Rush Fire Department Line Officers discussed by Chief James McNeil and approved by the Board of Directors of the Rush Fire Department, opposed by Commissioner Michael Terzo.**

**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 6:51 PM.

Respectfully submitted,

Colleen Statskey  
District Secretary