

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

ORGANIZATIONAL MEETING
JANUARY 2, 2020

MINUTES

The 2020 Organizational Meeting was called to order by Treasurer Robert Kuhls at 5:00 PM on January 2, 2020, followed by the Pledge of Allegiance to the Flag.

Roll Call: Board members present were Scott Goodman, Robert Faugh, Dale Sweet, Michael Terzo, and Doug Platt. Others present were Treasurer Robert Kuhls, Secretary Colleen Statskey, Chief Jon Faugh, 1st Assistant Chief Sean Brown, 2nd Assistant Chief Kevin Smith, Firefighters James Princehorn, Zachary Dubois, and Andrew Socola.

The organizational meeting was publicized on the Rush Fire Department and the Rush Fire District web sites, in the Henrietta Post and the LED sign.

Commissioner Michael Terzo 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 2020. **Motion made by Commissioner Michael Terzo seconded by Commissioner Dale Sweet and favored 4-0 to nominate Scott Goodman as Chairman of the Board of Fire Commissioners for the year 2020.**

A motion was made by Commissioner Dale Sweet, seconded by Commissioner Michael Terzo and approved 4-0 to close nominations for Chairman of the Board of Fire Commissioners for the year 2020.

Commissioner Scott Goodman abstained from the vote.

Treasurer Robert Kuhls requested nominations for the position of Vice Chairman of the Board for the year 2020. **Motion made by Commissioner Doug Platt seconded by Commissioner Michael Terzo and favored 4-0 to nominate Robert Faugh as Vice-Chairman of the Board of Fire Commissioners for the year 2020.**

A motion was made by Commissioner Dale Sweet seconded by Commissioner Michael Terzo 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 2020.

Commissioner Robert Faugh abstained from the vote.

From this point forward, the meeting was led by Chairman Scott Goodman.

TREASURER: Commissioner Scott Goodman requested nominations for Board of Fire Commissioner's Treasurer for the year 2020. **Commissioner Dale Sweet made a motion, seconded by Commissioner Robert Faugh and favored 5-0 to appoint Robert Kuhls to the position of Treasurer of the Rush Fire District for the year 2020.**

A motion was made by Commissioner Dale Sweet seconded by Commissioner Robert Faugh to close all nominations. Motion was approved 5-0 to close nominations for Treasurer of the Board of Fire Commissioners for the year 2020.

SECRETARY: Commissioner Scott Goodman requested nominations for Board of Fire Commissioner's Secretary for the year 2020. **Commissioner Michael Terzo made a motion seconded by Dale Sweet and favored 5-0 to appoint Colleen Statskey to the position of Secretary of the Rush Fire District for the year 2020.**

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 Secretary of the Board of Fire Commissioners for the year 2020.

SALARIES: Commissioner Michael Terzo made a motion, seconded by Commissioner Doug Platt and approved 5-0 to increase the hourly pay of the Treasurer and Secretary which amounts to \$19.76 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 Robert Faugh which was seconded by Commissioner Michael Terzo 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 Doug Platt 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 Dale Sweet that the Board of Fire Commissioners hereby approve the Fire Department Annual Fund Drive, the Fire Department Firemen's Carnival of July 09, 10, and 11, 2020, 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 Robert Faugh 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 2020. 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 Doug Platt and further approved 5-0.

TREASURER'S BOND: A resolution was made by Commissioner Dale Sweet that the Treasurer's Bond be raised to \$1,500,000.00 as written by the Selective Insurance. Resolution seconded by Commissioner Doug Platt 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. Amendment made by Commissioner Michael Terzo, before purchases are made, notification to Commissioner Michael Terzo and Treasurer Robert Kuhls is mandatory. When orders are made no deliveries are to be made to the Rush Town Hall.

STATE AND COUNTY ASSOCIATIONS:

A resolution was made by Commissioner Dale Sweet 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 2020 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 Michael Terzo and approved 5-0.

MONROE COUNTY FIRE DISTRICT OFFICERS ASSOCIATIONS:

A motion was made by Commissioner Michael Terzo that Treasurer Robert Kuhls and alternate Commissioner Doug Platt be designated to act as the official representative to the Monroe County Fire Districts Officers Association Executive Committee seconded by Commissioner Robert Faugh 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 2020 Resolution seconded by Commissioner Dale Sweet 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 2020. Resolution seconded by Commissioner Dale Sweet and approved 5-0.

SAFETY COMMITTEE: A resolution was made by Commissioner Dale Sweet that the Board of Fire Commissioners hereby appoints Commissioner Scott Goodman as the Liason to the Safety Committee of the Rush Fire Department, Inc. for the year 2020. Resolution was seconded by Commissioner Doug Platt and approved 5-0.

MILEAGE RATE: A resolution was made by Commissioner Scott Goodman 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 Commissioner Doug Platt and approved 5-0.

A resolution was made by Commissioner Scott Goodman 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 Michael Terzo and approved 5-0.

A resolution was made by Commissioner Doug Platt 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 Dale Sweet 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	S. Goodman, M. Terzo
Vehicle, Equipment Maintenance	R. Faugh, M. Terzo
Safety, OSHA, NFPA	R. Faugh, S. Goodman
Physicals	D. Platt, 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, D.Sweet, D.Platt, 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.Faugh
Liaison to:	
Planning Board	D. Sweet
Disaster Plan	R. Faugh
Others as identified	R. Faugh (Vice-Chairman)
Personnel Relations	M.Terzo, 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, M. Terzo, D. Sweet, S. Goodman, D. Platt, J. Faugh

A resolution was made by Commissioner Dale Sweet to approve the list of 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 2019 in the General Fund Checking Account and the General Fund Municipal Savings Account total is \$80,664.12. The Capital Reserve Equipment Type Fund is \$352,315.45. The Capital Reserve Building and Property Fund Account year-end balance for 2019 is \$480,229.73. The Total of All Accounts year-end balance for 2019 is \$913,209.30. The interest has all been posted to the accounts. The Treasurer's Report January through December, 2019 was passed out by Treasurer Robert Kuhls and discussed in detail with the Fire Commissioners.

Fire Commissioner training will be held on January 25th at Brighton Fire Station 1.

The Commissioners and Chief discussed that the maintenance and repairs done on all apparatus needs to be recorded in all three log books.

Chief Jon Faugh discussed the 2020 Rush Fire Department Line Officers:

5C-18 CHIEF - Chief Jon Faugh
5C-28 1st Assistant Chief – Sean Brown
5C-38 2nd Assistant Chief and Training Officer - Kevin Smith
House #1 Captain – Dan Kwiecien
House #2 Captain – Eric McNeil
5C-68 EMS DO – Andrew Socola
5C-78 Lt./R-588 - Jim Princehorn
5C-88 Lt./R-584 - Jason Dundon
5C-98 Lt./P-582 - Dale Sweet
5C-108 Lt/ P-583 - William Stanton
5C-118 Lt/GF587 - Tyler Grillo
5C-128 - Safety Officer James McNeil
5C-138 A/EMS DO – Joshua Gretzinger
5C-148 Lt./B589- Marisa Scott
5C-158 Lt./UTV/Boats – Zachary Dubois
5X-18 Fire Police - Captain Robert Faugh

Commissioner Michael Terzo discussed at length with the Chief's regarding the need for best practices.

A motion made by Commissioner Doug Platt, seconded by Commissioner Robert Faugh and approved 4 to 1 to approve the new 2020 Rush Fire Department Line Officers discussed by Chief Jon Faugh and approved by

**the Board of Directors of the Rush Fire Department, opposed by
Commissioner Michael Terzo.**

Commissioner Michael Terzo reported he will give Chief Jon Faugh a list of vendors with specifics and contacts. When items are purchased an email should be sent to Commissioner Michael Terzo and Treasurer Robert Kuhls. The need for completed vouchers, with receipts and packing lists. The Commissioners discussed when purchases are made use account first then credit cards.

ADJOURNMENT: Being no further business, a motion was made by Commissioner Dale Sweet that the meeting be adjourned. Motion seconded by Commissioner Michael Terzo and approved 5-0. Meeting was adjourned at 5:47 PM.

Respectfully submitted,

Colleen Statskey
District Secretary