

RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS
1971 Rush-Mendon Road, Rush, New York 14543
Unapproved Minutes – January 19, 2021

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

Present: Commissioners Scott Goodman, Robert Faugh (phone), Michael Terzo, Dale Sweet, Doug Platt (phone), Treasurer and Secretary Colleen Statskey.

Representing the Rush Fire Department was Chief Jon Faugh, 1st Assistant Chief Sean Brown, and Firefighter James Princehorn.

Absent: Councilman Dan Woolaver

REPORT FROM THE TOWN: No report.

APPROVAL OF MINUTES: The Minutes of December 15, 2020, were approved as written.

A motion was made by Commissioner Michael Terzo, seconded by Commissioner Scott Goodman and approved 4-0 to accept the Minutes of December 15, 2020, as written.

The Minutes of December 26, 2020, Transfer of Funds, were approved as written.

A motion was made by Commissioner Michael Terzo, seconded by Commissioner Scott Goodman and approved 5-0 to accept the Minutes of December 26, 2020, Transfer of Funds, as written.

The Organizational Minutes of January 4, 2021, were approved with a correction on page 6 under Line Officer to *remove 5C-148 Lt/589 Marisa Scott.*

A motion was made by Commissioner Michael Terzo, seconded by Commissioner Dale Sweet, and approved 4-0 to approve the Organizational Minutes of January 4, 2021, with a correction on page 6 under Line Officer to *remove 5C-148 Lt/589 Marisa Scott.*

AREAS OF CONCERN:

COMMUNICATIONS: No report.

FIRE MARSHAL: Fire Marshal Rick Tracy has no concerns at this time.

EQUIPMENT: No report.

TRAINING: First Assistant Chief Sean Brown reported Sydney and Claudia McDaniel, Alex Bischooping and Luke Keyes are signed up for the Firefighter 1 class.

HOUSE #1: Commissioner Michael Terzo reported the heating situation is fixed. Commissioner Michael Terzo reported himself and Firefighter James Princehorn will start the key fob project soon. Commissioner Michael Terzo received a report from President Heidi Sweet and Chief Jon Faugh looking to replace the furniture and carpets in the Chief's office, President's office, and the lounge and replacing the carpet in the Commissioner's office and radio room. Prices and quotes will be obtained, the Purchase Policy reviewed and a proposal put together to present. President Heidi Sweet, Dale and Doug Watson cleaned the old kitchen.

HOUSE #2: Captain Michael Terzo, Jr. and girlfriend cleaned House #2. Painting needs to be done and the toilet needs to be replaced. Commissioner Michael Terzo will contact Miller Plumbing for the toilet replacement. Commissioner Michael Terzo asked for an update on Engine 9 and it's timeline for completion. Chief Jon Faugh reported Engine 9 still needs repair. Commissioner Michael Terzo ordered a new hose for the hose reel, there is a fitting at the end of the hose reel that needs to be replaced.

VEHICLE & EQUIPMENT MAINTENANCE: Commissioner Michael Terzo reported 582 oil filters replaced and oil changed. 582 needs to go to Thruway spring to have the clips put back on the leaf spring rear end axle. Highway Superintendent Mark David reported all air tanks on the trucks need manual bleeders. Firefighter James Princehorn obtained a quote estimated at \$250.00 to have manual bleeders put on the trucks, to be done in house.

SAFETY/OSHA: No report.

PHYSICALS: Commissioner Doug Platt reported Healthworks will perform firefighter physicals on Monday, February 22th. A sign-up sheet will be on the door to the Commissioner's room. Secretary Colleen Statskey will send out letters to the appropriate firefighters'.

PHYSICAL FITNESS: Treasurer Colleen Statskey reported Paul Bischooping and James Princehorn turned in their physical fitness reimbursement program voucher for reimbursement.

EMS, 911, STREET DIRECTORY: No report.

INVENTORY, INSPECTION & INSPECTION DINNER: Commissioner Michael Terzo will need to purchase a few items that need to be replaced during the inspection time. Commissioner Michael Terzo reported truck inventory will be started soon.

LEGISLATION: No report.

INSURANCE AND GROUP LIFE INSURANCE: Commissioner Dale Sweet received the Cancer Insurance Policy. There is another beneficiary form that needs to be completed. Commissioner Dale Sweet filed the insurance claim for the portable radio. The Statement of Values for the buildings on the grounds was received, reviewed and some items need to be updated and adjusted. Commissioner Dale Sweet has the Treasurer’s Bond signed and will deliver to Gary Wilkins.

MEMBERSHIP: No applications at this time.

PUBLICITY: Commissioner Robert Faugh spoke regarding the information he put into the Rush Town Newsletter.

BILLS:

| JANUARY 2021 INVOICE – GENERAL FUND ACCOUNT | 2021 – INVOICES – GENERAL FUND ACCOUNT | GENERAL FUND ACCOUNT | Disbursement Account | Name of Vendor and Description | Invoice Amount |
|---|--|-----------------------|--|--------------------------------|----------------|
| Voucher | Account Code. | Account | | | |
| 2021-001 | 34.462a | Utilities | National Grid – Electric Ser Sta. 1 | | 298.96 |
| 2021-002 | 34.462b | Utilities Maintenance | National Grid – Electric Ser Sta. 2 | | 109.45 |
| 2021-003 | 34.451n | Facilities | Coakley Disposal Service, Inc.- Waste removal (Jan 2021) | | 44.00 |
| 2021-004 | 34.43 | Copier Repl/Lease | LEAF – Copier lease | | 124.86 |
| 2021-005 | 34.463c | Utilities Maintenance | Monroe County Water Authoirty – 4 inch fire service line Sta.1 | | 55.00 |
| 2021-006 | 34.451b | Facilities | Morico Floor Cleaning Systems, Inc. - Floor cleaning Sta.1 (Dec) | | 200.00 |
| 2021-007 | 34.461a | Utilities | RG&E – Gas service Sta. 1 | | 425.35 |
| 2021-008 | 34.461b | Utilities | RG&E – Gas service Sta. 2 | | 97.57 |
| 2021-009 | 34.49 | Professional Services | Bernard P. Donegan, Inc. - Services rendered Part1 Budget | | 3802.96 |
| 2021-010 | 34.443c | Gas Detectors | DiVal Safety Equipment, Inc. - repairs to gas meter s/n 03951 | | 253.90 |
| 2021-011 | 34.442L | Batteries | DiVal Safety Equipment, Inc. 2-streamlight litebox batteries | | 76.50 |
| 2021-012 | 34.442d | Station Boots | DiVal Safety Equipment, Inc. 1 pair duty boot | | 96.98 |
| | 34.442d | Turnout Gear | DiVal Safety Equipment, Inc. 3 sets of turnout gear | | 7300.71 |
| | 34.443c | Gas Meter | DiVal Safety Equipment, Inc. Gas Detector Repair | | 253.9 |
| | | General Office | | | |
| 2021-013 | 34.41 | Expense | Messenger Post Media – End of Year Meeting 12/26/20 | | 54.07 |
| | | General Office | | | |
| | 34.41 | Expense | Messenger Post Media - Organizational Meeting 1/4/21 | | 50.29 |
| | | General Office | Messenger Post Media - Permissive Referendum-Access | | |
| | 34.41 | Expense | Control System | | 70.45 |
| 2021-014 | 9088 | Benefits | Paul Bischooping – Physical Fitness | | 75.00 |
| 2021-015 | 9088 | Benefits | Jim Princehorn – Physical Fitness | | 150.00 |
| 2021-016 | 9090 | Benefits | Dr. Russell Maggio, MD - FF Physical (J. Princehorn) | | 235.00 |
| 2021-017 | 34.41 | Gen Office Expense | IntelliCorp Records, Inc. -Background check (C. Benham) | | 19.06 |
| 2021-018 | 34.48 | Insurance | Walsh Diffield Companies, Inc. -Crime Policy | | 745.00 |

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|----------|---------|---------------------------|--|-----------|
| 2021-019 | 34.43 | EMS Charting | emsCharts, Inc.- EMS Charts | 113.00 |
| 2021-020 | 34.47 | Utilities | Verizon – Cellular hones | 559.11 |
| 2021-021 | 34.442d | Personal Protective Equip | Turnout Express - inspect&clean&repair of turnout gear | 234.25 |
| 2021-022 | 34.442d | Personal Protective Equip | Turnout Express - inspect&clean&repair of turnout gear | 181.40 |
| 2021-023 | 34.46 | Utilities | Time Warner Cable - Telephone&Internet -Station#1 | 252.31 |
| 2021-024 | 34.46 | Utilities | Time Warner Cable - Telephone&Internet - Station #2 | 167.84 |
| 2021-025 | 34.49 | Professional Services | McConnville Considine Cooman&Morin , PC - legal services | 1025.00 |
| 2021-026 | 34.442L | Batteries | Interstate Battery System of Rochester - see multiple invoices | 203.01 |
| 2021-027 | 34.441a | Oil Filters | Oil Filter Service, Inc.,air filter, fuel spin, etc. | 210.39 |
| 2021-028 | 3410 | EMS Supplies Maintenance | Jackson Welding & Gas Products - EMS charges for oxygen | 28.25 |
| 2021-029 | 34.451f | Facilities | Pipitone Enterprises, LLC- Heating System | 1087.96 |
| 2021-30 | 34.45 | Pagers | Public Safety Communications- charges for digital pagers | 195.00 |
| 2021-31 | 3410 | Personnel Services | Robert M. Kuhls - 4th quarter billing-Oct.Nov.Dec. 2020 | 1052.22 |
| 2021-32 | 3410 | Personnel Services | Colleen Statskey - 4th quarter billing-Oct.Nov.Dec. 2020 | 1837.68 |
| 2021-33 | 34.451a | Keys | Doyle Security Systems, Inc. - 4 sargent RL keys - Station #1 | 10.00 |
| | | | TOTAL: | 21,696.43 |

Following a final review of the January 2021 General Fund Invoices, Vouchers #2021-001 through #2021-033, Commissioner Michael Terzo made a motion, seconded by Commissioner Dale Sweet and approved 5-0 to pay the vouchers in the amount of \$21,696.43.

Commissioner Michael Terzo and Commissioner Scott Goodman reviewed the vouchers.

MCFDOA: Commissioner Doug Platt will help full time with the Monroe County Fire District Officers Association.

LONG RANGE PLANNING: No report.

STATE SCHOOL AT INDUSTRY: No report.

PLANNING AND ZONING BOARD: The Fire Commissioners reviewed Zoning Board Application 2021-01Z – 198 Five Points Road, Rush, NY 14543. The Board found no issue or concerns with the Zoning Board application. Secretary Colleen Statskey will send a letter to the Zoning Board.

PERSONNEL RELATIONS: No report.

PROCEDURES AND OPERATIONS: No report.

INFORMATION SYSTEMS: Commissioner Michael Terzo replaced the battery backups in the servers. Commissioner Michael Terzo is working with Red Alert to get the Street Directory to print out. Commissioner Michael Terzo has a call into Spectrum for the voicemail set up and was given a ticket about 2 months back. Commissioner Michael Terzo will contact them again.

OLD BUSINESS: No report.

NEW BUSINESS: Commissioner Scott Goodman read aloud and reviewed the Proposal Letter from David Brassie, CPA from Parrish&Brassie, LLP, and Certified Public Accountants. The quote for services is \$250.00 per month.

A motion made by Commissioner Dale Sweet, seconded by Commissioner Michael Tezo, and approved 5-0 to accept the Proposal Agreement Letter for accounting services provided by Parrish&Brassie, LLP.

Commissioner Michael Terzo would like to have the claim vouchers sent digitally to Parrish&Brassie to make the transfer efficient.

Commissioner Scott Goodman will investigate a procurement policy change for 2021, raising the minimum amount to \$5,000.00 for assets.

Firefighter James Princehorn reported the fire extinguishers in the rescue truck need to be inspected. Commissioner Michael Terzo would like to revisit the duties of the Officers, (Chief's, Captains and Lieutenants'). Commissioner Dale Sweet will contact Global Fire Extinguishers for fire extinguishers inspections. First Assistant Chief Sean Brown reported at the next Line Officer's meeting discussion the agenda will be better communication between all. Commissioner Michael Torso stated Line Officer Qualifications need to be worked on. A program needs to be put together for Nominations coming from the Department to the District. Commissioner Michael Torso reports that 583 will need to be addressed as being replaced. Commissioner Michael Terzo strongly states that a plan is needed for the ambulance.

Chief Jon Faugh stated an incident report was requested for a truck fire on 1/4/2020 at Delia Trail, Rush, NY. There is no incident call in the Town of Rush for a truck fire at Delia Trail. Secretary Colleen Statskey will send the insurance company a letter stating this.

A motion made by Commissioner Michael Terzo, seconded by Commissioner Dale Sweet and approved 5-0 to set a page aside in memory of Treasurer Robert M. Kuhls.

A motion made by Commissioner Scott Goodman, seconded by Commissioner Dale Sweet and approved 5-0, to accept the Renewal of the Lease Agreement between the Town of Rush and the Rush Fire District for Building #3 at the Rush Riverside Refuge.

Commissioner Michael Terzo made a motion, which was seconded by Commissioner Dale Sweet and approved 5 to 0 to end the meeting. The meeting was adjourned by common consent at 7:57 PM.

Respectfully submitted,

Colleen Statskey
District Secretary

**THIS PAGE IS SET ASIDE IN
MEMORY OF:**

**ROBERT M. KUHLS
WHO SERVED AS TREASURER FOR
THE RUSH FIRE DISTRICT FOR
MANY MEMORABLE YEAR'S
WHO SERVED AS SECRETARY FOR
THE RUSH FIRE DISTRICT FOR
MANY YEAR'S**

BOB WILL BE MISSED DEEPLY