

RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS
1971 Rush-Mendon Road, Rush, New York 14543
Unapproved Minutes – May 18, 2021

Roll Call: Chairman Scott Goodman called the meeting to order at 7:02 p.m. followed by the Pledge of Allegiance to the Flag.

Present: Commissioners Scott Goodman, Robert Faugh, Dale Sweet, Doug Platt, Secretary/Treasurer Colleen Statskey. Others present: Aletha Steehler and Catherine (Kitty) Stappenbeck (new employees to be accepted during meeting).

Representing the Rush Fire Department was Chief Jon Faugh and Firefighter James Princehorn.

Representing the Town of Rush was Councilman Dan Woolaver.

REPORT FROM THE TOWN:

Councilman Dan Woolaver wanted an update on the status of the Rush Carnival. Commissioner Dale Sweet responded that there is a meeting soon to discuss the department of health guidelines specifically social distancing. There will be no problem getting the permits needed; fees have been waived for the food vendors; the alcohol permit will not be an issue either. The rides vendor is lined up and waiting for confirmation.

Councilman Woolaver also indicated there is a lot of building going on; several applications coming up.

Commissioner Dale Sweet added that there was a flyer in the Penny Saver regarding the Solar Farm. Discussion occurred around that.

APPROVAL OF MINUTES: Correction needed on the April 20, 2021 meeting minutes (missing information) under 'NEW BUSINESS' Room Rental section as follows: *Motion for the approval of the Northern Central Volunteer Firemen's Association use of both small and large meeting rooms on September 17 – 18, 2021 was made by Commissioner Robert Faugh and seconded by Commissioner Dale Sweet.*

A motion was made by Commissioner Robert Faugh, seconded by Commissioner Dale Sweet and approved 4-0 to accept the Minutes of April 20, 2021, with correction.

AREAS OF CONCERN:

COMMUNICATIONS: None.

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

NEW EQUIPMENT: No Report

TRAINING: No Report

HOUSE #1: Commissioner Dale Sweet reported that the septic system is working fine, but is finicky. When the alarm goes off, Commission Sweet checks it out and it is usually working fine. He will contact Larry Kaplan about getting the second pump operational.

HOUSE #2: Chief Jonathan Faugh reported that the refrigerator has been replaced with a mini fridge, as that is adequate for their needs.

VEHICLE & EQUIPMENT MAINTENANCE: Per Commissioner Michael Terzo's email, hose testing will be scheduled in July.

SAFETY/OSHA: No report.

PHYSICALS: Secretary Colleen Statskey reported physicals are missing for Firefighters Sean Brown and Will Stanton. She sent a letter to both indicating they have 30 days to comply with getting their physicals done.

PHYSICAL FITNESS: No report.

EMS, 911, STREET DIRECTORY: No report.

INVENTORY: No report.

LEGISLATION: Commissioner Robert Faugh said there is a bill being sponsored on the Monroe County Fire District website regarding a 10% reduction in New York State income tax for firefighters.

INSURANCE AND GROUP LIFE INSURANCE: Commissioner Dale Sweet said that the certificate of insurance was obtained for the Gates Fire Department training on May 24. He also indicated that he has been in touch with Gary Wilkins regarding vehicle collision insurance. Everyone has the same coverage regarding collision coverage. There is another company that caters to firefighters that offers better coverage. Commissioner Dale Sweet will reach out to Wilkins again to see if he can offer same.

MEMBERSHIP: Commissioner Robert Faugh said that the fund drive letter will go out in June-July and there will be a separate flyer for membership.

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

BILLS:

6/10/2021

May-21		2021 – INVOICES -		GENERAL FUND ACCOUNT	
Voucher	Account Code.	Disbursement Account	Name of Vendor and Description	Invoice Amt.	
2021-134	34.461a	Utilities	RG&E – Gas Ser Sta. 1 PAID	338.45	
2021-135	34.461b	Utilities	RG&E – Gas Ser Sta. 2 PAID	35.42	
2021-136	34.462a	Utilities	National Grid – Electric Ser Sta.1 PAID	340.09	
2021-137	34.462b	Utilities	National Grid – Electric Ser Sta.2 PAID	49.80	
2021-138	34.424	Utilities	Time Warner Cable Telephone&Internet - Station 1 PAID	510.49	
2021-139	34.464	Utilities	Time Warner Cable Telephone&Internet - Station 2 PAID	337.73	
2021-140	34.451n	Utilities	Coakley Disposal - May 2021 PAID	44.00	
2021-141	34.465	Utilities	Verizon Wireless - cellular phones PAID	473.29	
2021-142	34.452a	Building Sta 2	Alliance Door and Hardware	305.00	
2021-143	34.491	Professional Services	Bernard P Donegan Inc	1212.50	
2021-144	34.442d	PPE	DiVal Safety equipment Boots	599.90	
	34.442d	PPE	DiVal Safety equipment shirts	406.44	
	34.442d	PPE	DiVal Safety equipment earplugs/glasses total:1407.02	400.68	
2021-145	34.426	Copies Repl/Lease	Duplicating Consultants - annual fee 4/28/21-4/28/2022	36.63	
2021-146	34.411	Gen Off Exp	GVPenny Saver (Rush Position ad)	243.76	
2021-147	9089.8	Benefits	Healthworks - Firefighter Physical - L.Keyes and labs L.Simpson	288.25	
2021-148	34.441b	Fire Vehicle	Town of Rush Highway - gas/diesel	425.73	
2021-149	34.441	Fire Vehicle	Image 360 Rochester	89.04	
2021-150	3410.27	EMS Supplies	Jackson Welding	80.49	
2021-151	34.426	Copies Repl/Lease	Leaf	124.86	
2021-152	34.451b	Floor Maintenance	Morico Floor Cleaning Systems - (January and March)	200.00	
2021-153	34.451	Sta. 1 General Repairs	M&T Bank - Home depot	40.82	

	3410.27	Fire Equipment /EMS Computer Hardware	M&T Bank -Bound Tree Medical	2101.66
	34.451	Maint Sta. 1 Maintenance	M&T Bank - total (including Int) \$2890.31	710.77
2021- 154	34.451f	Sta 1 Repair	Jim Princehorn (siren control, fire alm, fob id, ceiling tile, access control)	133.29
	34.451f	Sta 1 Repair	Jim Princehorn (drill bit) total 628.99	495.70
2021- 155	34.445a	Building Sta 2 Preventative	PMC Associates wireless communication (15 Dual band Radios)	10057.50
2021- 156	34.452c	Maintenance	Pipitone	650.00
2021- 157	34.451f	Sta. 1 General Repairs	VP Supply Corp. -	1.00
2021- 158	34.441e	588 Replacement	Calwen Inc DBA Rescue source	423.40
			TOTAL:	21156.69

Following a final review of the May 2021 General Fund Invoices, Vouchers #2021-134 through #2021-158, Commissioner Doug Platt made a motion, seconded by Commissioner Dale Sweet and approved 4-0 to pay the vouchers in the amount of \$21,156.69.

The Vouchers were reviewed by Commissioner Michael Terzo prior to the meeting and Commissioners Dale Sweet and Doug Platt during the meeting.

MCFDOA: June Dinner Meeting June 17. Reservations due June 10. Will attend: Chairman Scott Goodman, Commissioners Bob Faugh, Doug Platt and Treasurer Aletha Steehler.

STATE SCHOOL AT INDUSTRY: No report.

PLANNING/ZONING BOARDS: Commission Dale Sweet reported on Planning and Zoning board applications as follows:

- **#2021-05P**, 120 Jeffords Road. The Commissioners have no issues or concerns with this application. District Secretary will send a letter to the Planning Board.
- **#2021-06P**, 35 Woodruff Road. The Commissioners have no issues or concerns with this application. District Secretary will send a letter to the Planning Board.
- **#2021-07P**, Pinnacle Road Subdivision into 7 lots. **The Commissioners have concerns over future development of this property**, specifically lots 3, 4, and 5: Approximately 1400' to access future build, approximately 2500' to access future build, possible 1000' to access future build respectively. Concern was noted about access if future building occurs. Additional concern over the length

of driveways for lots 1 and 2: driveways need to be built according to code. District Secretary will send a letter to the Planning Board.

- **#2021-08P**, Genethan Properties Site Plan, 95 High Tech Drive. The Commissioners have no issues or concerns with this application. District Secretary will send a letter to the Planning Board.
- **#2021-09P**, Prok Site Plan, Lots 1 and 2 of Pinnacle Road Subdivision: **Commissioners have a concern that driveways do not reflect driveway building code.** District Secretary will send a letter to the Planning Board.
- **#2021-02Z**, 5711 East Henrietta Road, Rush, NY. The Commissioners have no issues or concerns with this application. District Secretary will send a letter to the Zoning Board.

PERSONNEL RELATIONS: Firefighter Marissa Scott needs to turn in the equipment she has for the position she held in 2020 as a Line Officer.

PROCEDURES AND OPERATIONS: No report.

INFORMATION SYSTEMS: Via email, Commissioner Michael Terzo recommended the purchase of 2 laptops, not to exceed \$1500 each for use by the District Treasurer and District Secretary.

Motion was made by Commissioner Robert Faugh and seconded by Commissioner Dale Sweet to purchase 2 laptops, not to exceed \$1500 each for use by the District Treasurer and Secretary. Approved 4 – 0.

QuickBooks needs to be updated, District Treasurer will check version to ensure that it will communicate with Tom Zuber (Auditor) and M&T Bank software for on-line banking.

APPARATUS: No report.

OLD BUSINESS: No report.

NEW BUSINESS:

- **Ladies Auxiliary** has requested that the countertops in the kitchen be replaced/repaired/updated. It was agreed that Commissioner Dale Sweet would look into options.

Room Rentals:

- **Large meeting room:** Andrew Socola used this room for a celebration of life event on May 8, 2021 from 1 – 5 pm.

Motion was made to approve the use of the large meeting room on May 8 by Commissioner Bob Faugh and seconded by Commissioner Doug Platt. Approved 4 – 0

- **Small meeting room:** The Rush-Henrietta Girl Scouts Troop 60138 has requested use of this room for their regular meetings on the second and fourth Thursday of every month for the duration of the 2021-22 school year.

Motion was made for the use of the small meeting room by the R-H Girl Scouts Troop 60138 for the school year 2021-2022 on the second and fourth Thursday of every month by Commissioner Bob Faugh and seconded by Commissioner Dale Sweet. Approved 4 - 0.

Open Positions:

Open positions for Treasurer and Secretary have been interviewed and offered. Catherine Stappenbeck and Aletha Steehler began training with Secretary/Treasurer Statskey.

Secretary/Treasurer Colleen Statskey is leaving her position- date to be determined but no later than June 30, 2021.

Motion was made to approve the appointment of Aletha Steehler as District Treasurer and Kitty Stappenbeck as District Secretary and Deputy Treasurer by Commissioner Doug Platt and seconded by Commissioner Robert Faugh. Approved 4 – 0.

District emails were set up for both individuals by Commissioner Scott Goodman. Commissioner Dale Sweet will get in touch with Gary Wilkins regarding paperwork for both new employees to be bonded. Credit and Background check to be done first.

Treasurer Aletha Steehler and Deputy Treasurer Catherine Stappenbeck will have full signature authority on accounts as follows:

- **X4680 / Capitol Reserve Fund**
- **X1301 / General Fund**
- **X4747 / Capital Reserve Building/Property Acct**
- **X6741 / Municipal Money Market Savings**
- **X31003925646374 / CD**
- **X31003928596295 / CD**

Commissioner Robert Faugh made a motion to adjourn the meeting. The motion was seconded by Commissioner Dale Sweet and approved 4 to 0 to close the meeting. It was adjourned at 8:12 pm.

Respectfully submitted,

Kitty Stappenbeck
District Secretary