

RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS
1971 Rush-Mendon Road, Rush, New York 14543
Meeting Minutes– February 20, 2024

Pledge of Allegiance

Meeting called to order: 7:02 PM

Roll Call: Chairman Scott Goodman, Vice Chair Doug Platt, Commissioner Bob Faugh, Commissioner Dale Sweet, Commissioner Michael Terzo
Chief Jon Faugh, Assistant Chief Mike Terzo, Assistant Chief Dan Kwiecien, Treasurer Aletha Steehler and Secretary Kitty Stappenbeck

Rush Fire Department Members Present: Jim Princehorn

No Representation from the Town of Rush

Report From the Town via email, delivered by Chairman Scott Goodman

Jeanne Morelli brought up to town board the possibility of Rush using the barn again; will reach out to the building inspector and will keep us posted.

Approval of Minutes: Approval of January 16, 2024 Meeting minutes:
Commissioner Sweet asked for correction on page 2: clarify that Commissioner Terzo joined the meeting by phone. Motion by Commissioner Platt, seconded by Commissioner Sweet, passed 5 - 0.

Chief's Report: presented line officer responsibilities. Since he does not have an officer for each truck, he divided duties by category. Trying to get officers more involved in training. Station 1 and Station 2 - see attached fluid document - assign other duties as we go - although the laborers are doing the work, it is still the responsibility of the Chiefs office to ensure tasks are being completed. 'Living document', so more will get assigned over time. If something is not done, go up the chain of command for resolution. Copy will be attached to February meeting minutes. Regarding the eclipse: ongoing work on emergency plan - set up landing zone for helicopters if needed

Buildings and Grounds:

Commissioner Terzo presented info:

- Need to have some kind of doorbell/notification for delivery people to use:
- several possibilities were mentioned. Options will be investigated.
- Alliance Door serviced the doors up front; new clip for 588 to hold door opener
- Statio 2, took care of alarm that neighbors were complaining about
- The Chief mentioned: sprinkler connection company was here the other day
- Commissioner Sweet took care of the alarm at station 1 (was 'messed up')

Vehicles:

- all the big trucks have been serviced to the town,
 - 588 - gauges are acting up, needs to be looked at again.
 - Will arrange with Tracey to get inspections done.
- Grass Truck is up in a few months. Guages on 588 are still malfunctions,

Equipment:

- Bullard dropped off 2 helmets
- MES will bring 2 more helmets - they need to be given to the members to see which ones they prefer

Information Technology:

- Fire department bought a laptop for the ambulance. the district will take care of the maintenance on it. Zach wants a new program loaded. Let Commissioner Terzo know when it comes in so Knycos can take care of.
- New keyboard for computer in office tp replace the keys that are sticking

SOGs and SOPs: no report**Personnel:**

- 3 more applicants, Secretary will set up interviews
- Email was sent to laborers by Commissioner Terzo with instructions:
 - Mop bathrooms every day
 - Review old gear in chiefs locker to dispose of with Commissioner Terzo's oversight
 - inventory on old radios, portables
 - suggestions for use of old Airpacks - John Friberg thinks maybe school he went to may want them; they can be donated not sold. Commissioner Faugh said he would post on the Department website.
- Commissioner Sweet mentioned an issue regarding one of the firetrucks' ladder being left out and a bin not latched down.
- Commissioner Terzo will take old phones to ecopark

Publicity and Associations:

- Commissioner Faugh indicated we got good press regarding the power outage; Rush was mentioned on Channel 10 for 2 days
- Commissioner Platt went to MCFDOA dinner - state is coming out with MOU for use of Montour falls fire academy; Attorney indicated DO NOT SIGN, because the MOU indicates there is no liability for NYS
- 10% property tax reduction - in order for Rush Fire District to continue, the town, county, school district and fire department has to do another resolution - next meeting is at St. Paul on third Thursday of March
- Commissioner Goodman mentioned 'Coffee with Commissioners' on Saturday- OSHA topics, 2 major changes that may affect fire companies

Physicals: New Date: 03/18/24 - Secretary had sent out email on 2/4 announcing physicals - will send details end of this week with actual date and initial instructions

Commissioner Platt will check with Dr. Carlson to see if we could get an additional day (perhaps a Saturday)

Treasurer's Report:

- Treasurer reminded Board that reports are sent monthly and should be reviewed by Commissioners
- A quarterly review will be done by the Treasurer, Deputy Treasurer and one of the commissioners i.e. April's meeting will cover Jan - Mar
- Audit finalized today - just waiting for write up - auditors will give us guidelines to update Payroll process, etc. Because we are over the \$500,000 state could come in at any time to audit
- AUD is also nearing completion, but will get confirmation

Bills: Voucher numbers *2024-23 through 2024-53*: \$40,601.79 - amount is high because cancer insurance, crime bond, payroll (which has already been paid included in bills so record is part of meeting minutes). Money from tax levy has not yet been deposited to our account

Bills were signed by Commissioners: Goodman, Faugh, Terzo

- **Motion** to approve payment of bills in the amount listed, by Commissioner Terzo, seconded by Commissioner Platt in the above amount. Passed 5 - 0

Topic of CD's was brought up:

- Commissioner Terzo indicated that work on 582 will be needed soon, so we don't want to tie up reserve accounts in CD's. Current Reserve amounts: Building account \$115,718 Equipment \$454,746
- CD total: \$600,000, February CD automatically rolled as no specific action was taken
- Next CD matures in March, then April- tied to the Equipment Reserve Account
 - All CD's were opened on the same date - laddered so they mature at different times
- **Motion** by Commissioner Terzo, seconded by Commissioner Sweet to give Treasurer Steehler authority to renew/make decisions as CD's mature based on Rush Fire District best interest. Passed 5 - 0

Inventory, Inspection and Dinner: no report

Insurance/Budget/Attorney: Commissioner Sweet reported

- Bill for cancer renewal policy received, notice of change in policy terms Gary Wilkins was emailed and response received that change in policy terms have no negative impact on Rush
 - When the policy renews March 1, cyber insurance will be included - Commissioner Sweet had to provide an estimate of annual dollars spent on bills; he reported to Gary. Bill is expected in next 2 weeks
- Some additions/subtractions need to be made to the Group Term Life Insurance List: Commissioner Sweet will get new forms signed by all members
- A discussion was had regarding firefighter injuries in 2023, deadline was Feb 1. Secretary had started forms and Assistant Chief Terzo will assist in finalizing that information for posting

- Zach DuBois was wondering about ordering ambulance supplies from CHS - Commissioner Goodman reached out to state, but has not heard back. Zach went ahead and ordered from Boundtree because of need.
- Skyway coming next Tuesday, Commissioner Terzo will need everyone's portable radio so they can be programmed.

Liaison Town Board: Nothing has come in for this month

Membership:

- Chad Miller background check came back with no issues.
- Commissioner Platt will talk to Dr. Carlson about turnaround on physical - prepare email with information for the new member to let us know when they schedule their appointment and put tickler on my calendar to follow up

Old Business: Commissioner Goodman sent an email to Frank Manzo regarding ambulance billing - tentatively scheduled March 4 to meet with CFO of CHS - Attorney Butler wants to see a written proposal from CHS. Communication will be sent to Board with meeting details.

New Business:

Room rental:

Large Room: May 9, 2024 from 5 - 10 pm: Debby David - Pizza Party for friends - motion to approve Doug and second by Bob

Large and Small Room: Jun 8, 2024 Funeral Reception for Lynn Mack - peewee and Dale

Adjournment: Motion to close the meeting by Commission Sweet, seconded by Commissioner Faugh. Adjourned by common consent at **8:04 pm**.