RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS
1971 Rush-Mendon Road, Rush, New York 14543
DRAFT Meeting Minutes– March 19, 2024

Meeting called to order: 7:02 PM

Pledge of Allegiance

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

Absent: Vice Chair Doug Platt

Rush Fire Department Members Present: Jim Princehorn

Town of Rush Jeanne Morelli, councilperson and Doug Scarson, Fire Marshal

Report From the Town:
- Regarding use of the building at White Springs Farm: the town will engage a structural engineer to tell the town exactly what needs to be done to make it inhabitable again.
- She talked about a grant she worked on where funds were approved for a new water district in the South West end of the town. She will get a copy of the plan to give to the Fire District.
- Ms. Morelli discussed grant opportunities and indicated she will continue to forward information to the Fire District when new opportunities arise.
- Fire Marshal Doug Scarson talked about the plans for the property on West Henrietta Rd - this has come before the board several times. Commissioner Sweet indicated that as long as the property is accessible to the fire department, it is not a concern.
- The Fire Marshal wants to do an inspection of the firehouse. Commissioner Terzo will get back to him to set up a time.

7:32 PM: Request for Executive session by Commissioner Goodman. Motion by Commissioner Terzo, seconded by Commissioner Sweet.
7:59 PM: Motion to return to regular meeting by Commissioner Terzo, seconded by Commissioner Sweet

Commissioner Terzo made a motion to lift the suspension of Firefighter Clark Benham; to allow him to go on a leave of absence; with specific stipulations including a year probation when he returns. He will need to request a leave of absence from the Fire Department. Motion was seconded by Commissioner Goodman and passed 5 - 0.

Approval of Minutes: Approval of February 20 2024 Meeting minutes: **Motion** by Commissioner Terzo, seconded by Commissioner Faugh, passed 5 - 0.

Chief's Report:

- Chief Faugh discussed the solar eclipse emergency plan. A crew will be on standby for any required special ops as well as staging for a helicopter landing. Asst Chief Terzo asked what timeframe the chief expected Fire Department Members to be available to staff the firehouse: 1 - 5 pm should suffice.
- Chief Faugh also mentioned that one more business installed a Knox Box.

Conversation regarding faxing charges (.35 per page) from Zoll EMS Charts.
Treasurer Steehler said that the processing of these charges is costly and asked if she should pursue more information about the faxing. No one at the meeting was aware of what was being faxed, to whom, and why.
Commissioner Goodman discussed the email sent by EMS DO DuBois regarding the laborers calling agencies to get information; Chief Faugh indicated the DO was concerned about HIPPA laws. Commissioner Goodman checked with CHS and they said there was no issue with calling CHS for information.
Regarding the shipping address Boundtree is using (Mendon) Treasurer Steehler asked why ship to Mendon when we have laborers in house. Treasurer Steehler will address with Boundtree.

Buildings and Grounds:
Commissioner Sweet said that the siren did not blow one of the nights, the switch was turned off. Commissioner Sweet reset the timer and turned the switch back on.

Vehicles:
Commissioner Terzo discussed that the big trucks would begin inspection on Monday, Mar 25, 2024. Truck 588 may have to go to HarRob after April 8 because it is intermittently shutting down while it is being driven.

Equipment: No Report

Information Technology: Skyway installed software on the tablets. Going forward, all updates can be installed remotely
Asst. Chief Terzo said that his tablet needs to be looked at. It is not operating correctly regarding information coming through on calls.

SOGs and SOPs: No Report

Personnel:

- Commissioner Terzo reported on Laborer interviews: Motion made by Commissioner Terzo, seconded by Commissioner Sweet to hire Brian Ely and John Morabito for the position of part-time laborer. Passed 5 - 0.
  - Brian and John would be paired with Linsay and Dave for training.
- Ask both candidates to provide a 'Mutual Aid' letter from the current volunteer agency.
- Matt Hauf turned in his resignation; exit interview was conducted with Commissioner Terzo and Chief Faugh. Some minor issues around communication and

training, but overall it was a good experience for Matt. Motion to accept Matt's resignation by Commissioner Terzo, seconded by commissioner Sweet. Passed 5 - 0.

- Josh Calley resigned from the Fire Department. He turned in his key fob and equipment.The Secretary will term him in Red Alert.

Publicity and Associations:

- Commissioner Goodman asked if anyone wanted to go to the MCFDOA dinner on Apr 18, 2024. He will go and perhaps Commissioner Platt.

Physicals:

Secretary Stappenbeck confirmed the dates: April 22 - 23, 2024
Discussion around getting the reports for members

Treasurer's Report:

- The audit is complete; findings were reported regarding secretion of duties; 1099 R's that didn't go out on time. The Treasurer and Secretary will tentatively meet with Tom Zuber on Friday to discuss.
- The town overpaid the District by $20,500 which was identified by the Treasurer. Process to account for this will be documented and accounted for in the subsequent year.

Bills: Voucher numbers *2024-54 through 2024-79 in the amount of $*44,541.71.
Bills were signed by Commissioners: Goodman, Faugh, Terzo

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

Inventory, Inspection and Dinner: no report

Insurance/Budget/Attorney: Commissioner Sweet reported

- Commissioners Platt and Sweet met with Gary Wilkins (District insurance liaison). Commissioner Sweet did not see mention of Mutual Aid Coverage, or the alcohol coverage for Carnival.
- Spousal coverage 'Supplemental Spousal Liability Coverage' was declined -
- Refund from insurance, the amount was different from what we thought it was going to be so Wilkins is following up on that -
- Cyber coverage is in place
- Insurance cards are all in place for house 1; Commissioner Sweet will take care of getting the one to house 2.

Liaison Town Board:

- J. Crew - 7566 W. Henrietta Rd - this doesn't seem to be complete - this property was discussed by the Fire Marshal at the beginning of the meeting.
- 7699 West Henrietta Rd. which is a duplex, but had never been approved as one. The family is now trying to make it official. Commissioner Sweet made a motion to approve the property to become a duplex. **Motion** was seconded by Commissioner Terzo. Passed 5 - 0

Membership:

- secretary was notified that Will Stanton completed physical
- 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 said that Chief Manzo (CHS) needs to pull our numbers; Chief Faugh reported that last year, 17 people were transported to the hospital, and this year, numbers are up. He did not know what numbers are at this point.

New Business:

- Commissioner Terzo and Dan Kwiecien met with Vector Solutions and would like to use them totally for all training, truck checks (which can be done digitally with Vector) all truck maintenance can be done with Vector
  - Red Alert's pricing keeps going up and service not good
  - Reporting will stay with Red Alert for now.
  - District will run Vector parallel for a year with Alpine.
  - Vector has a program that will pull information from Red Alert to upload to Vector.
  - If paid by March 31, 2024, the cost is $1500.00 (and will remain at $1500 for 3 years). If paid in April, cost will be $79 per person, or approximately $4000.00
  - Commissioner Terzo made a **motion** to go with Vector Solutions on a trial basis, seconded by Commissioner Sweet and passed 5 - 0.
- Knox Box in 582 - have to have Lenel software which will include a one-time payment
- There was a discussion around replacing the boiler and generator - and Commissioner Terzo will research prices for a potential grant opportunity. Asst Chief Terzo said he talked to Pam Helming at the Department dinner and she will support what we ask for.

Adjournment: Motion to close the meeting by Commissioner Goodman, seconded by Commissioner Terzo. Adjourned by common consent at **9:35 pm.**