

RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS
1971 Rush-Mendon Road, Rush, New York 14543
DRAFT Meeting Minutes– June 18, 2024

7:07 PM - Meeting called to order followed by Pledge of Allegiance

Roll Call: Chairman Scott Goodman, Commissioner Dale Sweet, Commissioner Michael Terzo; Treasurer Aletha Steehler, Secretary Kitty Stappenbeck

Absent: Commissioners Bob Faugh and Doug Platt, Asst.Chief Dan Kwiecien

Rush Fire Department: Jim Princehorn

Report From the Town: No representative from the town of Rush and no report.

7:17 PM - Assistant Chief Michael Terzo Jr. joined the meeting

8:00 PM - Chief Jon Faugh joined the meeting

Approval of Minutes:

- **Motion** by Commissioner Terzo to approve May 2, 2024 meeting minutes, seconded by Commissioner Dale Sweet, passed 3 - 0.
- *April minutes could not be approved due to lack of quorum at the meeting who had also been at the April meeting - Carry forward to July,*

Chief's Report: Chief was responding to a call and joined the meeting at 8:00 PM

Buildings and Grounds:

Light pole at house 2 was hit by laborer and will need to be replaced; damage sustained on Truck 582

Vehicles:

- 582 damage from accident above will need repair
- 588 to go to Harrob still cutting out - Asst Chief Terzo asked that struts and spreaders be taken off and put on another truck before 588 leaves the station
- Fuel pump at town shed - Commissioner Terzo sent email to drivers with code so they can get into the pumps -
 - J. Princehorn is following up with the salesman for the highway fuel pump contractor

Equipment

- Airpicks and face pieces tested - changed from C to AA batteries - usng 120 double AA.
 - Dival will charge us .40 per battery as we need to order more
- Ladder testing is scheduled for June 25, 2024
- Gloves and helmets need to be purchased - discussion to change to TechGen for replacement of existing gear for PPE (Asst Chief Kwiecien submitted information on gloves but no action was taken on recommendation)

- Asst Chief Terzo talked to Mike Coddington (Dival) - the department will change to Tan color to match our gear - with (perhaps) orange trim. Asst Chief Terzo wants to start with 6 - 8 sets to start - this may be on state contract.
- Discussion on purchasing confined space gas detectors (combination detector for hydrogen sulfide, carbon monoxide as well as oxygen). Asst Chief Terzo obtained quote from Dival - cost is \$891.50. This combined gas detector will take the place of two detectors currently used. This option will also allow the department to calibrate the unit themselves.
- Second quote obtained from Major Safety.
- **Motion** to purchase 3 meter replacements at a cost of \$891.50 from Dival by Commissioner Terzo, seconded by Commissioner Sweet and passed 3 - 0.
- **Update on Truck Purchase:**
- The Chief and Asst Chief Terzo got a quote from Van Bortle on a Ford 250 model - \$70,000 XLT package. Van Bortle has one salesperson devoted to Municipal Sales
- Waiting to get price from Chevy
- Commissioner Gooman will forward the website for the Office of General Services (OSG). Should be looking at SSV package - has all equipment needed for emergency vehicle

Information Technology

- **Key Box in truck 582** is operational and Training on software at 1 pm on Friday
- Secure Print from Toshiba: Commissioner Terzo wants secretary to set up with Toshiba
- **Fax line** - Secretary discovered that software is needed to send faxes. Must be individually loaded to desktop/laptop in order to SEND faxes. Commissioner wants secretary to work with Kables to add software to the two office computers and Treasurers laptop.
- Commissioner will deal with department computer later as they will be ordering a new one that will be maintained by District
- Computers in office have been 'named' to make it easier to identify which computer is being referred to: South (near data closet) and North (near copier/touchscreen)
- **Web page** suggestion by Secretary: List # of calls per year showing the previous 3 - 5 years. Commissioner Goodman will update information. Commissioner Goodman also reported on:
 - The requirement for a signon to access information has been removed
 - Public News category was removed
- Station 2 phone line is operational: 533-1865
- Commissioner Goodman will get in touch with DoubleBull to update phone line message

SOGs and SOPs: no report

Personnel:

Secretary asked who should be notified if she receives a notification from LENS regarding a member. It was decided that the Chiefs should receive notification

Executive Session 7:56 requested by Commissioner Goodman: **Motion** by Commissioner Terzo, seconded by Commissioner Sweet to go to executive session.

8:40 PM: Motion to return to regular meeting by Commissioner Terzo, seconded by Commissioner Sweet

Publicity and Associations: no report

Physicals: Treasurer asked secretary to contact Healthworks for clarification on a charge on the current invoices for annual physicals: CBC/DIFF MENDON FIRE \$28.00

Treasurer's Report:

- The Monroe County Civil Service portal was updated with new employees.
- There was a question from the NYS Comptroller regarding the valuation on the Vehicles and Building. Treasurer Steehler contacted our insurance rep and finalized the report through Bernard P Donegan today.

Bills:

- **Motion** to approve bills in the amount of \$60,381.29, voucher #'s 130 - 154, by Commissioner Terzo, second by Commissioner Sweet, approved 3 - 0.

Inventory, Inspection and Dinner: No report

Insurance/Budget/Attorney

- Commissioner Sweet reported that we did not get the bill for life insurance, but got a late notice - He asked for an email bill which is included in the June bills.
- Insurance for volunteers - \$3.55 per volunteer; Commissioner asked that 40 people be put on the policy (we do not have to provide names).
- Treasurer had a question regarding insurance on trucks and building (bullet point 2 under Treasurers report). Commissioner Sweet told her where to find the information: Included in the insurance book and is updated annually. This information was needed to complete the audit.

Liaison Town Board

Secretary Stappenbeck reported that updates to the Property listing typically received from the town will change. Barbara Draggett, Rush Assessor's Clerk will send Changes Only going forward. She will NOT send the entire property Listing.

2024-01P: Tritec, 7283 West Henrietta Road, Rush, NY 14543, Gas Canopy, underground fuel tanks, curb cut and widen - send typical letter. (the secretary neglected to bring this to the board when she first received it).

Membership:

Motion: Commissioner Sweet made motion to approve Riley VanBuren application for membership in the Rush Fire Department, seconded by Commissioner Terzo and passed 3 - 0.

Old Business

Request for Proposal for Ambulance Billing received from Professional Billing and Medco. Opened bids and briefly discussed

New Business

Large Room Use:

- June 13, 2024 for Boy Scout Court of Honor: **Motion** (after the fact) by Commissioner Sweet, seconded by Commissioner Terzo, passed 3 - 0.
- *Commissioners Conference Room:* June 7, 2024 for MCFA to conduct their audit J.Princehorn request: **Motion** (after the fact) by Commissioner Terzo, seconded by Commissioner Sweet, passed 3 - 0
- Boy Scout Sept thru June 2nd and 4th Thursday - peewee and dale - Google Calendar. **Motion** by Commissioner Terzo, seconded by Commissioner Sweet and passed 3 - 0.

Adjournment: **Motion** to adjourn was made by Commissioner Terzo and seconded by Commissioner Sweet. Meeting adjourned by common consent at 9:00 pm

Respectfully submitted:
Kitty Stappenbeck
Rush District Secretary