

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

Meeting called to order at 7:03 PM followed by the Pledge of Allegiance

Roll Call: Commissioner Goodman, Commissioner Platt, Commissioner Sweet, Commissioner Terzo, Commissioner Faugh; Chief Faugh, Asst Chief Terzo, Asst Chief Kwiecien

From the Rush Fire Department: Jim Princehorn and Riley Evans Van-Buren

Town of Rush: Jeanne Morelli councilmember, and Rick Tracy Fire Marshal/ Emergency Preparedness

Report From the Town:

From Jeanne Morelli

- Dollar General will attend the Town planning board on an informal basis next Tuesday as a follow up from a year ago. There are Wetlands at the back of the building - the existing house will come down and Dollar General will build new. She would like to see plans of the building that are more in keeping with the Rush small town feel

From Rick Tracy

- The building inspector has issued permits for where Tuf Trucks WAS (7283 West Henrietta Rd) and will become Rush Mart (fuel and convenience store); the owner is the same person who owns 7 Eleven.
- Planning board for this month: heads up that Stoney Brook Rd. driveway is 922' from road
- Note for fire department: Wildwoods fireworks on Sept 14 for wedding reception
- Cited Two houses for no occupancy: house corner of W Henrietta and Rush West Rush Rd and structure fire from last week on West Henrietta Rd
Fire Marshals are NOT on an auto notification list for working fire; but he is watching BRYX. It is up to the incident commander to notify (Request on run card). Chief should let Mark Diesenroth know that notification should be automatic. If Mark calls Rick's office number, it will forward to his cell phone. Rick indicated that he is very available to Rush Fire Department issues and they can contact him at any time. He will try to make every Board of Fire Commissioners meeting

Approval of Minutes:

- **Motion** to approve **April Minutes** by Commissioner Sweet, seconded by Commissioner Platt. Approved 3 - 0 (Goodman, Platt, Sweet)
- **Motion** to approve **June Minutes** by Commissioner Sweet, seconded by Commissioner Terzo, Approved 3- 0 (Goodman, Sweet, Terzo)
- **July Minutes:**

Commissioner Sweet noted corrections needed:

Fix name for Aletha last name (Sweet noted in error, change to Steehler), no budget reference to \$30,000 was mentioned, only \$3000 was in the budget for striping/sealing; Commissioner Sweet wants it noted that the budget meeting was not convenient due to work schedule. **Motion** to approve July Minutes by Commissioner Platt seconded by Commissioner Sweet, passed 3 - 0 (Goodman, Platt, Sweet)

NOTE: Minutes from above months had only three members present each month. Unable to be approved prior to August meeting, due to attendance.

Chief's Report

- Busy month - highlight 2 calls during carnival cleanup
 - Lucas device used from 588, Chief would like to recognize the crew with a lifesaving award through FASNY and the county: Dave Reitano, Dale Sweet, Dan Kwiecien - Andrew Soloco and Steve Yost on the ambulance. Also mention wife who knew CPR, Chief Faugh will make request
 - Working fire Sunday night - the Chief credited the mutual aid plan that was put into place by Asst Chief Terzo a few years ago by saying it worked 'flawlessly': Henrietta, Rush and Honoeye Falls assisted

Buildings and Grounds:

Station 1

- Landscaping done at house 1 (George Eiff), but watering not done timely, so may have to replace bushes/plants
- Leo J Roth will be contacted for plumbing issues: toilet in ladies room and backflow issue
- Commissioner Terzo addressed the issue of the building being open during Carnival. Next year during Carnival, the building will be locked down completely and a fob will be needed to access. The door to the Commissioner meeting room should have been closed at all times. Both the Chief and Commissioner Sweet indicated protocol was followed as this was discussed last year. At 8:00 o'clock the bay doors were closed. The Secretary was asked to send a letter to the department addressing this issue.
- Paving of House 1 parking lot, Commissioner Sweet will ask the Highway superintendent to come out and look at parking lot to provide an estimate of cost...waste of money to pave right now There was a discussion on what needs to be fixed first and budget for next year use \$3000 in budget for sealing and striping to help offset next year, so carry over

Station 2

- George Eiff Landscaping will clean up grounds
- Commissioner Terzo indicated that the gutters need replacing and will reach out again to gutter company(ies)
- Commissioner Terzo indicated that the siding is coming off the building and will need repair
- Commissioner Sweet discussed the plan for paving station 2
 - Paperwork of discussion was given to the Secretary to file with the minutes
 - Commissioner Sweet outlined the activities, the company(ies) to do them and how much is allocated to each task
- **Motion** to pave Station 2 using the estimate provided by Commissioner Sweet {\$ 26,833.50} by Commissioner Terzo seconded by Commissioner Platt, passed 5 - 0

- Work will probably be done by second week of September
- Asst Chief Terzo asked that the truck be moved out of the truck bay so will need date

Vehicles:

- 582 tank valve leaking -
- 588 still has to go to HarRob for electrical issues, and cab raising, alignment (pulling to side), air pressure in tires seemed ok. Need 2 people to take out to HarRob in Syracuse - Commissioner Terzo will check to see if next week works for HarRob
- Asst Chief Terzo had indicated in the July meeting what needs to come off the truck before going to HarRob
- 584 no more issues
- Commissioner Sweet mentioned Pump test - Sept 27th in Mendon and E.Roch. Commissioner Terzo may want to coordinate date for Rush as well. Brian Ely should be working that date

Equipment:

- Commissioner Sweet asked about hose at station 2. Asst Chief Terzo replied that it was purchased as spare hose to have on hand. Commissioner Terzo indicated that 100' of hose was taken out of service.
- Commissioner Terzo followed up with discussion about a demo on drafting; with 5" hose (what Rush uses) from hydrant to pumper capacity is 1500 gallons per minute, if replaced with 6" hose capacity increases to 2000 gallons per minute. The Chief indicated that hose diameter is dependent on the hydrant capability. Commissioner Terzo said perhaps some 6" hose should be purchased.
- Asst Chief Terzo would like some hydrant testing done: Keyes Rd,

Information Technology:

- Still working on box in 582 - Jim Princehorn is working with Lenel and box company
- Budget meeting - computers not able to be updated to Windows 11 will need to be replaced and budget was adjusted accordingly for 2025
- Secretary Stappenbeck reported that the back scan project end date is November 24, 2024.
- All files need to be scanned and reviewed by then.
- Payment of approximately \$3400 will be paid out by end of year. (\$3000 had been carried over from 2023 to 2024).
- Waiting on information from Kables regarding storage of files on current server
- Other option is to invest in a robust document management system which will result in an annual service fee
- Asst Chief Terzo's Tablet for BRYX - doesn't work, but BRXK contacted him today with possible fix. Forwarded to Knycos to download suggested APP
- The Chief doesn't have Bryx on his tablet, nor does he want it - he uses his phone
- Assit Chief Kwiecien uses phone for bryx and does not need/want a tablet

SOGs and SOPs

- Treasurer and Secretary have updated their job description (SOG 15.3 and SOG 15.2 respectively and will forward to Commissioners for their review respectively)

- Nothing new on the Fire Department side per the Chief

Personnel:

- Health physical form received for new member - classified as Exterior

EXECUTIVE SESSION:

8:45 PM Commissioner Terzo made a motion for executive session, seconded by Commissioner Platt

*9:25 PM End of Executive session and return to regular meeting
Commissioner made a motion, seconded by Commissioner*

- Commissioner Terzo asked that Brian Ely's hourly rate be raised to \$22.00 immediately (this pay period). Treasurer Steehler made the change in the system and Commissioner Terzo will communicate to Brian.
- Phil Gibeau may have some candidates for the position, Commissioner Goodman may have some other candidates. If it doesn't work out - we will place ad

Physicals:

- Commissioner Platt received physicals for Riley Evans VanBuren and Matt Bartles
 - Riley confirmed he had his chest e-ray
 - Matt: Fire scene support/Fire Police
- Discussion on adding new ultrasound test to physicals - added approximate cost to budget for 10 FF's per year
 - Commissioner Platt will investigate options

Publicity and Associations: FYI's

- AFDSNY annual meeting at Turning Stone: 10/20-23
- Information on website:
https://mms.afdsny.org/members/evr/reg_event.php?orgcode=FDNY&evid=4080959
- **Registration deadline Sep 18, 2024**
- **Nov 12, 2024: OSHA** open on-line meeting: information included below NYS
- **NYS Vital Signs October 16-20:** up to Chief to approve attendance

Treasurer's Report: vouchers 174-202 \$42,373.62

- **Motion** to pay bills in the amount indicated by Commissioner Terzo, seconded by Commissioner Platt. Passed 5 - 0.
- Budget Workshop was held on August 12. We will stay within the 2% tax cap.
- Please let Treasurer Steehler know if there is any request for budget dollars
- Jason will attend the Board of Commissioners meeting on Sep 17, 2024

Bills signed by Commissioners Terzo, Faugh, Sweet

Inventory, Inspection and Dinner:

- Commissioner Terzo suggested that dates will be set at the September meeting with inspections in October; Dinner in November - will have Wildwood Country Club host

Insurance/Budget/Attorney

- Commissioner Sweet reported that Gary Wilkins provided the insurance numbers for budget unless something is changed, i.e. purchase of Chief's trucks

Liaison Town Board

2024-6P – Kirk Spite – Site Plan Application Stoneybrook Rd

No action to be taken on this application - it is not yet complete -large site map only
The Chief mentioned there are no hydrants there

As reported under the town notes above, Fire Marshal, Rick Tracy said length of driveway is 922' and he has warned developers about making sure it is within code and there is a turnaround for fire trucks

2024-7P – Wheatland Community Church – Lot Line Alteration - Secretary will send letter that indicates no issue from fire department

Membership: No Report

Old Business:

- Ambulance billing next steps - Commissioner Goodman addressed, indicating no further steps will be taken until outstanding charts are completed
- Commissioner Terzo reported that (due to lower cost) he will start using '**Station 1 Brands**' for pants, tshirts, polos, inspection dinner - carhart coats (lined shirt/coat)
- Asst Chief Terzo updated the board regarding the process for the NYS minibid. He spec'ed out either a Ford or a Chevy. He received six bids- which were entered to the form from OGS (excel sheet that ranks the bids). Dealer has to provide at least a 1% discount, but the lowest bid Rush received was 12.5%. Jim Barnard Chevrolet was the low bid at \$134,958.90 for two 2025 Chevy 2500 - 4 door cab; 6.5 ' box, trailer hitch, trailer package, lights, rollout tray.
- Other uses for trucks: or training outside of district/state, deployment to an incident and leave other equipment in service
- It will be four - five months to obtain the vehicles (early 2025). This time will be used to put a policy regarding use of the trucks. Asst Chief Terzo reached out to other chiefs for their policy to give us a starting point.
- Neighboring chiefs had differing ideas on what the next step is for the use of the truck and cost....
- Commissioner Sweet suggested staggering the purchase of vehicles, Commissioner Platt also wants to buy just one this year, one next.
 - Discussion ensued regarding the buying 1 vs 2 - discount is only good for 30 days, and is for two trucks; if we will only be purchasing one, the process has to be done again as the bid basically changes
- Motion to purchase two Chevy 2500 pickup trucks from Jim Barnard Chevrolet in Churchville, at a cost of \$134,958.90, PC #68975 Trucks to include cap, siren, lights, trailer hitch and trailer package with Permissive referendum by Commissioner Terzo, seconded by Commissioner Goodman, approved 5 - 0.

- Secretary will reach out to GVP to post the Permissive Referendum on August 30.
- Commissioner Sweet asked what color the trucks would be and Asst Chief Terzo replied that he would like to order Gray (insurance cost too high for red, and resale value not as good) with Rush Fire District indication on the side. Commissioner Sweet said that the name should be prominently displayed, because trucks are owned by the town and the town should be able to see the name

Discussion on other equipment

- Commissioner Sweet indicated we should look at some of the equipment in-house that appears never to have been used. His feeling is that need to cut back on what we spend in order to put more money into the reserve account
 - A discussion was had regarding how long it took to build up the Reserve fund for a new fire truck and not feasible to expect that an excess of operating funds will exist each year to put into reserves
 - Commissioner Goodman followed up with the fact that costs are increasing yet we are staying under the 2% cap. The public does not understand how much costs are going up

New Business

- Commissioner Elections - Election Inspectors contacted and confirmed:
 - Meg Palmer
 - Jan Trojanowski
 - Leslie Doupe

Motion to accept election workers indicated above by Commissioner Terzo, seconded by Commissioner Platt, approved 5 - 0.

- The Secretary asked for permission to destroy old Inventory files - Forms used to assign gear to FF only have to be kept for one year, according to the LSG document issued by the state.

Motion to allow the Secretary to destroy forms prior to 2023 by Commissioner Terzo, seconded by Commissioner Faugh, approved 5 - 0.

- Asst Chief Kwicien said that the portable radio batteries are starting to bulge; he will let Commissioner Terzo know how many are needed so he can order.

Adjournment: **Motion** to adjourn meeting by Commissioner Terzo, seconded by Commissioner Platt. Meeting adjourned at 9:10 pm by common consent

Respectfully submitted:
Kitty Stappenbeck, Secretary