

**RUSH FIRE DISTRICT, BOARD OF FIRE COMMISSIONERS**  
**1971 Rush-Mendon Road, Rush, New York 14543**  
**Meeting Minutes – April 15 , 2025**

Called to Order at 7:02 pm

Pledge of Allegiance

**Roll Call:**

Commissioner Scott Goodman, Commissioner Dale Sweet, Commissioner Michael Terzo, Assistant Chief Michael Terzo Jr., Treasurer Aletha Steehler, Secretary Kitty Stappenbeck

Rush Fire Marshal Rick Tracy, Councilmember Dan Chase (in for Jeanne Morelli)

Community member Jim Princehorn

**Absent:** Commissioner Doug Platt, Commissioner Bob Faugh

**Town of Rush:**

**Liaison Town Board:**

Fire Marshal Tracy said that the town boards are trying to streamline paper processing and proposed that the building clerk and fire marshal evaluate whether planning/zoning board plans have to come to the fire department for approval. Fire apparatus access, water supply access etc would be sent to the board for review, but lot line subdivisions would not.

Any planning board/zoning board items will be moved in the agenda to the Town of Rush section to allow town board members to leave the meeting after this point if they choose.

No issues with these changes from the board members present at the meeting.

Rush Market is open temporarily and will close again when asphalt plants reopen to allow for parking lot paving.

Asst Chief Terzo asked if there could be collaboration between the Fire Department and the Fire Marshal with regards to new building on FDC location, sprinkler locations, building layout map, etc. When the Fire Marshal does his fire inspection, he will send a copy to the chiefs. Many buildings are only required to be inspected every 3 years. They will put together a checklist to use.

**Approval of Minutes:** Commissioner Sweet made a motion, seconded by Commissioner Terzo to approve the meeting minutes from Mar 18, 2025.  
Passed 3 - 0.

**Chief's Report:**

In the Chief's absence, Asst Chief Terzo reported

- that there was one call of consequence: cardiac arrest death of a firefighter member. He performed due diligence in researching if it was a line of duty death and concluded it was not. The members did well and followed all protocol.
- New members are going through orientation, finishing up and will get cleared to go on apparatus and respond. One new member has been pretty active.

**Buildings and Grounds:**

Per Commissioner Terzo

- lights around the outside of the building did not work Commissioner Terzo realized wrong light bulbs were used, so has been taken care of.
- radio room - replace air conditioner due to pin holes in the coil - Unit goes in and out. Pipitone will replace, contract has been signed

Laborer Villegas will repaint walls in the radio room when appropriate.

Per Commissioner Sweet regarding the septic system: it was pumped, the evaporation bed was full, wires in the hole are corroded due to septic, repair person from Henrietta spent a whole day here -problems with wires in the ground - Larry Kaplan has checked it out as well. Commissioner Sweet thinks he and Larry can complete the repair in coordination with the gentleman from Henrietta

**Vehicles:**

Per Commissioner Terzo

- Harrob to take care of phone system and snow chains on 582
- Two new chiefs vehicles are still being wired
  - It was discussed that Rush should have some sort of 'rules' for using the vehicles. Asst Chief Terzo has some samples he will forward to the Commissioner and they will put something together
- The vehicles will have license plates on them, Commissioner Sweet asked for VIN # to be emailed to him so he can get the insurance as they cannot be registered without the insurance
- Should there be some sort of rider policy on the fire trucks? For example, during community outreach, kids on the fire trucks.
  - Commissioner Sweet will look into

**Equipment:** No Report

**Information Technology:**

- Discussion on computer replacements prior to October when software for Windows 11 will be unable to be updated on specific machines.
  - Secretary or Treasurer will email Kables with the specific machines to be replaced - pending pricing from Kables.

- **SOGs and SOPs:** As there were no comments by the membership, Commissioner Terzo made a motion, seconded by Commissioner Sweet to accept SOG 9.7-7 for the Lucas Device and the updated Training SOP. Passed 3 - 0.
- Capitalization Policy was read to the members; one change to the company name for insurance. The Secretary will email to all members and will be voted on at the May 2025 meeting. The secretary discussed that the replacement value of buildings, grounds, and vehicles should be presented at a board meeting annually. It was also discussed that perhaps an appraisal of the property is warranted.

**Personnel:**

Treasurer position: There were no applicants from the Town of Rush and just one from Henrietta. Commissioner Terzo made a motion, seconded by Commissioner Goodman to hire Roseli Pacheco Treasurer to fill the 'soon-to-be vacant' position. Her start date will be April 28, 2025. Aletha would train through the May meeting. Secretary Stappenbeck will contact Roseli to offer the position.

**Publicity and Associations:** The town newsletter is published only 4 times a year. The Rush Carnival will be listed in the next newsletter.

**Physicals:**

The secretary reported that physicals were received for Members McNeil, Jones, Moyse, Lang, Keyes (both Luther and Luke). Missing physicals remain for the Salama's due to extenuating circumstances.

The Asst Chief mentioned that the criteria from a personal physician should be the same as a firefighter physical criteria.

Asst Chief Terzo suggested that we insure that physicals performed outside of Healthworks covers the same criteria.

The secretary will reach out to Luther to try and get the info from his work physical.

**Bills:** The Treasure reported that vouchers numbers 2025- 93 through 2025- 132 in the amount of \$ 88,943.82 will be paid.

A motion was made by Commissioner Terzo, seconded by Commissioner Goodman to accept the bills as noted. Passed 3 - 0.

Bills were signed by Commissioners Terzo, Goodman and Sweet.

**Inventory, Inspection and Dinner:** Commissioner Terzo mentioned that we will probably use the same venue as last year and asked the board to think about small appreciation gifts for the members. Two items were suggested: a flashlight, and/or water bottle.

**Insurance/Budget/Attorney:**

- Commissioner Sweet reported - we received the insurance binder for 2025 through March of 2026.
- He will ask Commissioner Platt to meet and review and if the Treasurer is available she can join the meeting. It is important to present the information to the board on an annual basis on replacement cost and how the valuation is obtained.
- The Secretary suggested that perhaps Rush should have an appraisal of the property to make sure we have the most current information available.
- Commissioner Sweet will see about getting the assessed value of the property.
- Rush received a deposit for having a clean insurance record of \$7635.56 as well as a smaller credit of \$228.15 which was used against the new policy bill.
- Life Insurance paperwork has been filed for Royer Pfersick
- Commissioner Sweet has 8-9 people that need to give him updated insurance forms
- He asked again about the pickup truck VIN # 's and said he would check with Gary Wilkins regarding the insurance policy riders for non-members riding in the ambulance to make sure they are insured.

**Membership:**

New potential member was presented by Commissioner Sweet. Kyla M. Davis - almost done with EMT. Commissioner Sweet made a motion (pending background check) for Kayla to be accepted. Motion was seconded by Commissioner Terzo, passed 3 - 0.

**Old Business:**

- Commissioner Terzo asked the secretary who sent the information to the town regarding property tax reduction for firefighters. The information was sent by Chief Faugh. The secretary explained that she had gotten an email from the town as well as the Chief, but that the Chief responded that he took care of the information. The consensus is that the information should come from the District.
- Commissioner Terzo asked about the ambulance - What are we doing with it?
  - Commissioner Goodman will send a letter to stakeholders (EMT's) explaining the challenges with Rush keeping the Ambulance; i.e. challenges with QA process, clearing process and billing for the ambulance. This suggestion will be to merge with CHS
  - He said that it is very difficult to run a volunteer EMS service in NYS

**New Business:**

Hose inspection is due. Commissioner Terzo will work with the Chief to get this done. Commissioner Sweet wanted to ensure that all spare hose in the building is also inspected.

**Adjournment:** Motion to adjourn made by Commissioner Sweet and seconded by Commissioner Terzo. The meeting was adjourned by common consent at 8:22 pm

Respectfully submitted:

Catherine Stappenbeck, Secretary