

**MINUTES
REGULAR MEETING
South Farmingdale Board of Fire Commissioners
February 27, 2024**

At approximately 6:05pm, Commissioner Heffel called the meeting to order and recited the Pledge of Allegiance, followed by a moment of silence. In attendance were Commissioner M. Suwalski, Commissioner E. Purpora and Commissioner G. Forry and Secretary K. Psorakis. Commissioner J. Tasch was absent. Commissioner Heffel asked if anyone was recording the meeting and a member of the public raised his hand. The member of the public stated that his name is George Frontino residing at 38 11th Avenue and confirmed recording of the session.

The Board of Fire Commissioners entered Executive Session at approximately 6:09pm to speak with Counsel about on-going personnel issues. Regular meeting resumed at approximately 6:29pm.

The minutes from February 13, 2024 were discussed. Motion by Commissioner Forry to approve the minutes with all changes, seconded by Commissioner Suwalski.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

Treasurer's report:

The treasurer has reached out to our bank on setting up an additional checking account for ambulance billing. I've also requested that they provide a letter stating that the account is owned by the District as required by the billing company. Once the account is set up, we'll need to order checks.

The audit is moving along. The only outstanding items needed are the Fixed Asset report and LOSAP report. These will be provided by third parties.

Warrants for February 27, 2024 total \$78,895.86

	Bills
AC PERFORMANCE POWER INC.	\$ 854.55
Ace Hardware	\$ 68.97
Advance Auto Parts	\$ 74.46
ALL AMERICAN AWARDS	\$ 260.07

AT&T MOBILITY	\$ 535.22
ATLANTIC PC, INC.	\$ 2,455.00
Carr Business Systems	\$ 112.75
COMMANDER FLEET CORP.	\$ 3,930.57
EMERGENCY RESPONDER	\$ 1,802.32
FARMINGDALE BEVERAGE	\$ 123.90
FIRE NEWS	\$ 525.00
G & L BAGELS, INC.	\$ 83.93
HENDRICKSON	\$ 198.43
HY-TONE	\$ 129.00
Massapequa Internal Medicine Assoc	\$ 9,325.00
MUNICIPAL EMERGENCY SERVICES	\$ 18,619.63
Paul F Kunkle	\$ 30.00
R&M ENGINEERING	\$ 592.50
RJM Electric	\$ 9,015.00
RMB	\$ 9,891.66
South Farmingdale Fire Dept	\$ 80.39
South Farmingdale Water - Hydrant Rental	\$ 18,725.00
South Farmingdale Water - Sprinkler	\$ 273.00
Sterling Sanitary Supply Corp	\$ 593.83
United Insignia Company	\$ 182.96
VERIZON (INTERNET & CABLE)	\$ 366.29
PSEG	\$ 46.43
TOTAL	<u><u>\$ 78,895.86</u></u>

Motion by Commissioner Purpora, seconded by Commissioner Forry to accept the warrant and pay all bills.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

At approximately 6:05pm, Commissioners entered into Executive Session to speak with counsel about an on-going personnel issue. Commissioners re-entered the regular session at approximately 6:29pm.

Apparatus – Commissioner Forry

972: Commander Fleet replaced the Master light switch on Monday February 26, 2024.

975: Commander Fleet ordered the parts to replace one chauffeur rear side scene light, the officer rear side scene light and one scene light in the rear light bar to green lights.

9799: Received an estimate for an auto charge 2000 kit with 20amp super auto eject and installation of kussmaul battery charger for \$1,992.50.

Waiting on the Truck Company Committee to review the specs on the heavy rescue vehicle to see if there are any mistakes or questions. Once I have that answer, I can get back to Brian Kuhn about the specs.

Audit & Bonds

Status quo.

Buildings & Grounds – Commissioner Heffel

Quality stairs has completed the fabrication of the staircase for 3 Locust Avenue. The staircase will be picked up and installed this week.

We have received one quote to replace the floor in 3 Locust Avenue. We will be utilizing flooring we have in stock which will be a big savings.

There are some areas of the meeting room floor that need repair. Kiki has contacted the installer John from Nahas flooring to setup a date and time for the repair.

New combination door locks have been installed on all interior doors of 3 Locust Avenue. Commissioner Heffel installed a door closer on the main door facing headquarters. The district will be using the front office and basement for the district and the Benevolent will be using the back office when the building is completed sometime by the end of March.

The ice machine in the kitchen on the second floor sprung a leak. The vendor came on Monday and repaired the leak and installed a water filter on the system.

South Farmingdale Water District tested all our water values on all 3 buildings and they all passed.

Capital Improvements – Commissioner Purpora

Backyard project – status quo.

Antenna project – status quo.

Communications & Alerting – Commissioner Purpora

Status quo.

Communications and Petitions – Chairman Heffel

Received invitation for the Massapequa Inspection Dinner for May 9, 2024.

District Reports

Status quo.

Emergency Preparedness – Commissioner Tasch

I purchased 10 cases of water and re-stocked the rehab cooler. The invoice was submitted for payment.

Equipment – Commissioner Suwalski

Chief McFarlane requested assorted batteries for multiple pieces of equipment. The order has been placed and some of the items have been received. I will distribute them to the Chief when the full order has been received.

On Thursday, February 29, 2024, the BOFC will be meeting with the representative from Stryker medical supplies to update our pro care contract.

The BOFC has received a quote from Waterway for the 2024 hose testing certification.

The BOFC has received a quote from John Brown for the 2024 ladder testing certification.

Fuel – Commissioner Tasch

All invoices have been reconciled through January. February's invoice is due on March first. Receipts have been coming in for the month.

IT Computers / Printers / Hardware- Commissioner Heffel

The printer problem appears to be caused by using after market toner. We are ordering HP toner to see if that corrects the problem.

The watchguard T40 Firewall's Warranty/Security services has been renewed \$2455.00 for 3 years.

Due to Firecomm being down, they couldn't dispatch for us. Farmingdale Fire Department is our backup when something like this happens. They wanted to be able to get into our SCM dispatch program. I have been working with Atlantic PC to set up a connection to that program that is secure. We were 95% complete when Firecomm went back online. I am still continuing the set up so that if this happens again, we will be able to put it in service immediately.

Insurance & Personnel – Commissioner Tasch

All policies have been paid and are up to date.

Applicant 2023R: I have been given the applicant's date of birth and social security number by the membership committee. Applicant should be voted upon tonight.

Inventory – Commissioner Purpora

Belts ordered and received.

New flag pins ordered.

Legal / Government – Commissioner Suwalski

On February 13, 2024, Commissioner Suwalski responded to an email from Charlie Mazzocchi dated January 19, 2024 regarding the flooring for the 4 offices on the first floor. I have not heard back from him yet. I will be sending a follow-up email.

On Monday, February 26, 2024, Commissioner Suwalski sent an email to the Chiefs regarding the gym use policy. Members that have not filled out the required paperwork to use the gym should not be utilizing the gym. Any member that does not have the documents signed and delivered to the District Secretary by Friday, March 1, 2024 will have their gym membership deactivated until the paperwork is complete.

Commissioner Heffel spoke with the attorney about the recording that was done during a meeting with the chiefs and the advisors of the juniors. He stated to have the chief order that member to supply an unedited copy of that tape to him to be forwarded to the board within 5 days. If that member fails to supply that copy, the Chief is to suspend that member for failure to comply to a Chief's order.

Since our last meeting, we have received more FOIL requests for pages of information that has been requested. The attorney is going over the requested material list to advise us what we can and cannot send. His office will stay in contact with the requesters. He also informed us to keep a record of all expenses it is costing the district to gather the information.

LOSAP – Commissioner Tasch

All 2023 Losap has been submitted to Firefly for review, there were no members who contested.

Spoke with Tony Hill of Firefly in regards to the district ultra conservative approach to investing. He feels we are leaving some points on the table. I will be evaluating future options and report back to the board.

There were 8 members who will receive \$700.00 payments as post-entitlement members copy attached.

Physicals / Medical Screenings – Commissioner Tasch

Eight (8) members are in need of a Fit Test.

Nine (9) members are in need of a physical. One (1) has requested an extension and seven (7) have appointments.

Policy & Procedure – Commissioner Purpora

All of the district policies and procedures are up to date as of this meeting. All building manuals and websites have been updated.

Trainings – Commissioner Tasch

I have been informed that the Forcible Entry Technique drills were well received and members received valuable information.

Utilities / Gas / Electric – Commissioner Heffel

The water district has completed the testing of all back flow devices in all our buildings.

Unfinished Business –

Status quo.

New Business –

Applicant 2023R, I have been given the applicant’s date of birth and social security number by membership committee. Motion to accept applicant 2023R as an Active Member by Commissioner Forry, seconded by Commissioner Purpora.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

The were eight (8) members who will receive \$700.00 as post-entitlement age participants earning a service credit during 2023. Motion to approve and accept the LOSAP for 2023 by Commissioner Forry, seconded by Commissioner Suwalski.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

Motion by Commissioner Suwalski to adjourn the meeting, seconded by Commissioner Purpora at approximately 6:37pm.

Kiki Psorakis

District Secretary