

MINUTES
REGULAR MEETING
South Farmingdale Board of Fire Commissioners
September 10, 2024

At approximately 6:03pm, Commissioner Heffel called the meeting to order and recited the Pledge of Allegiance, followed by a moment of silence. Commissioner M. Suwalski, Commissioner J. Tasch, Commissioner G. Forry, and the District Secretary were in attendance.

A New volunteer was sworn into the department at approximately 6:04pm by Commissioner Tasch.

The minutes from August 27, 2024, were discussed. Motion by Commissioner Tasch to approve the minutes with all changes, seconded by Commissioner Forry.

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

Motion passed.

Chiefs Report:

1. SFFD Incident and Response Statistics

- A. Report Attached
- B. Percentages Attached

2. Personnel

- A. Report Attached
- B. One Member has Resigned
- C. Submitted two more applications for review

3. Training and Preparedness

- A. Elevator Training has been Scheduled for October
- B. EVOC is Completed

4. Vehicles and Equipment

- A. 9701 Car getting Oil Change and Inspection on Friday
- B. 972 had work completed
- C. 976 had work completed
- D. 978 had all Batteries Replaced

5. Radio and Communications

- A. Dispatch Policies are being drafted for Massapequa
- B. We have three pagers going out for repair.

6. Buildings and Grounds

- A. Engine Co. Fundraiser in October.
- B. Open House is October 6th

7. Miscellaneous

- A. I will be away from the 15th-21st Captain Buckley will be acting in my car.

Treasurer's report:

It looks like we've started to receive medical billing money. The total for the month was \$31,592.28. As this account grows, you'll have to think about how the funds should be spent. When the Board decides to spend the funds, you'll have to make a resolution to designate a portion of fund balance as "assigned unappropriated". For example, this would be for the purchase of an ambulance or to use for EMS salaries, etc.

As a reminder, we'll just need to adopt a 2025 proposed budget on or before our September 24, 2024 meeting.

Total warrants for September 10, 2024 total \$43,082.98.

	<u>Open Balance</u>
Ace Hardware	\$ 212.36
ATLANTIC PC, INC.	\$ 1,774.30
B.A.C. SYSTEMS, INC.	\$ 5,100.00
Carr Business Systems	\$ 112.75
COMMANDER FLEET CORP.	\$ 4,926.76
GENERAL SECURITY	\$ 1,203.24
GR FARMINGDALE II LLC	\$ 30.00
HY-TONE	\$ 23.00
Integrated Wireless Technologies	\$ 5,437.56
Island Elevator Inspection, Inc	\$ 993.00
JOHN BROWN LADDER COMPANY	\$ 2,180.70
Mario's Pizzeria of Melville	\$ 106.64
MEDICAL WAREHOUSE	\$ 758.69
Michael J. Guido Jr. Architect PC	\$ 6,750.00
MORRIS - CROKER, LLC	\$ 338.75
NYS EMPLOYEES' HEALTH INSURANCE	
PENDING	\$ 1,445.66
RBC Wealth Management	\$ 5,000.00
SES, Inc	\$ 85.00
Wex Bank	\$ 1,690.83
Xerox Corporation	\$ 386.39
NATIONAL GRID	\$ 23.42
PSEG	\$ 4,503.93
TOTAL:	\$ 43,082.98

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

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

Motion passed.

Apparatus – Commissioner Forry

972: Commander Fleet picked up the pumper and drove it to their shop to replace the fan belt tensioner. An appointment was made with Aptico Inc. for Monday, September 16, 2024 to look at the jake brake for a noise it is making.

976: Commander Fleet picked up the ambulance and brought it to their shop to troubleshoot the check engine light. They found a bad brake module. They replaced the bad brake module with a new brake module.

978: Commander Fleet came to headquarters on Sunday, September 1, 2024 to change six bad batteries on the ladder truck.

979: Commander Fleet replaced two side front bumper lights to led lights.

9701: Has been scheduled for an oil change and inspection on Friday, September 13, 2024.

Audit & Bonds

Status quo.

Buildings & Grounds – Commissioner Heffel

We have been having trouble with the signs outside both buildings, the sign company is looking into it. They sent a report today stating that it is an IT problem. I will be in contact with Atlantic PC to discuss the issue and have it corrected.

Desks for the secretary / treasurer's office have been installed. I have purchased 3 monitors for the secretary and the clerk. Also need to change some wiring for the treasurer's desk.

Capital Improvements – Commissioner Tasch

Nothing to report.

Communications & Alerting – Commissioner Heffel

Status quo.

District Reports

Status quo.

Emergency Preparedness – Commissioner Tasch

House Maintainer picked up water and Gatorade to replenish after recent signal 10.

Equipment – Commissioner Suwalski

Purchase velcro name plates after applicants get medical clearance.

Meters have been ordered and we are waiting for them to be shipped.

Bunker gear inspection of both responding gear and training gear was completed 9/6/2024. Repair recommendations and gear maintenance procedures will be sent to Chiefs office.

Firefighting boots for FF DeSantis have been delivered.

Fuel – Commissioner Tasch

All good.

IT Computers / Printers / Hardware – Commissioner Heffel

MDT in 9701 car was sent to SCM for repair because it wasn't working. Waiting to hear back from them. The MDT from 975 is being used by 9701 for now.

We have a quote for the computers for the officers. We need to decide if we are going to purchase laptop or desk top units.

The main frame server warranty needs to be renewed. I will be renewing it for another year. We may need to look into replacing it soon. We will have to revisit this issue next year at this time.

Secretary can't load or create forms on the website and the website company doesn't have software to handle the forms. She has researched software that will do the job. I believe this is necessary for us to make our website work for the department and the district. The cost is \$861.30 annually. We will purchase it for the first year and see how it goes.

Insurance & Personnel – Commissioner Tasch

Insurance quote forwarded to Treasurer for 2025 budget prep.

All new applicants have had fit tests and physicals complete, waiting on results.

Inventory – Commissioner Suwalski

Nothing to report.

Legal / Government – Commissioner Heffel

The attorney has been advised of the ongoing social media issues.

LOSAP – Commissioner Tasch

Investments have had a gain of \$30,000.00.

Second additional payment of \$5,000.00 for DB plan.

Miscellaneous:

Nothing to report.

Phones / Landlines / Cable – Commissioner Heffel

Need to have a phone line installed in the secretary / treasurer office for the treasurer. Looking into the best option.

Physicals / Medical Screenings – Commissioner Tasch

Members should not be contacting the doctor's office without notification.

Policy & Procedure – Commissioner Heffel

All of the district policies and procedures are up to date as of this meeting. All building manuals and websites have been updated. However, we are looking into updating the current policies and procedures.

Trainings – Commissioner Tasch

Update on all members training records are being sent to the BOFC from the chief's office.

Utilities / Gas / Electric – Commissioner Heffel

Status quo.

Unfinished Business

Motion to appoint Patrick Fullshire to vacant Commissioner position by Commissioner Tasch, seconded by Commissioner Forry.

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

Motion passed. Patrick Fullshire was sworn in by Commissioner Heffel at approximately 7:30pm.

Report from the treasurer that we are now receiving monies from our EMS runs. The total for the last deposit was \$31,592.28. This money will remain in a separate account earmarked for EMS expenses only.

Everyone has a copy of the 2025 budget. We need to approve it by the next meeting. Please look it over to see if you have any questions.

Kiki, Siobhan, Max and I had a zoom meeting with Kristan Macaluso from Sansio on the new program for EMS to replace ESO. She has sent us the forms that need to be filled in by both the district and the department. Once this is completed and submitted we will be using that system on our EMS runs. Proclaim will then supply new data units for 976, 977 and 9799.

Need to make a resolution to increase the hotel price for the convention as it exceeds the federal rate. Motion to increase the lodging rate by Commissioner Suwalski, seconded by Commissioner Forry.

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

Motion passed.

New Business

I would like someone to make a motion to upgrade our employee health care to include vision and dental services. As of now, only one employee has health benefits from the district.

Motion by Commissioner Fullshire, seconded by Commissioner Forry.

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

Motion by Commissioner Tasch to adjourn the meeting at approximately 8:10pm, seconded by Commissioner Forry.

Kiki Psorakis
District Secretary