

MINUTES
REGULAR MEETING
South Farmingdale Board of Fire Commissioners
October 15, 2024

At approximately 6:00pm, 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, Commissioner P. Fullshire and the District Secretary were in attendance. Chiefs McFarlane and Witt were also in attendance.

The Proposed 2025 Budget was read. Motion to adopt the 2025 Budget by Commissioner Tasch, seconded by Commissioner Forry.

New volunteer was sworn into the department at approximately 6:15pm by Commissioner Heffel.

The minutes from September 24, 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			
Commissioner Fullshire	X			

Motion passed.

Chiefs Report:

1. SFFD Incident and Response Statistics

- A. Report Attached
- B. Percentages Attached

2. Personnel

- A. Report Attached
- B. Three members resigned. Emails have been sent to the board and district secretary.
All equipment has been returned to the department.

3. Training and Preparedness

- A. Elevator training is set for this Thursday evening.

Vehicles and Equipment

- A. 972 is back in service.
- B. 971 & 972 are being checked by Commander Fleet to make sure both engines are ready for the Pump Test.
- C. 978 will be going out soon for Accident Repairs and Recall work.

5. Radio and Communications

- A. Dispatch Policies have been sent to Massapequa and they are working on a few things on their end.
- B. We have 3 pagers that went out for repair.

6. Buildings and Grounds

- A. Reminder of the Engine Co. Fundraiser being held on October 19th.
- B. Open House was on October 6th. It went very well for the department. Everyone had a good time.

7. Miscellaneous

- A. The department received a bill for the demonstration vehicle for open house which was \$75.00 from Bangs Towing. The chiefs office is submitting this to the board for payment to the tow company who brought the department the car.
- B. Captain Strum is in the final stages and the ePCR program and will go live October 29th. Paperwork has been filed and Nassau REMSCO, Don Hudson, has already signed the approval forms and faxed it to the NYS DOH.

Treasurer's report:

The Board can adopt the 2025 Final Budget once the budget hearing is done. I've attached a copy that can be signed by Kiki, sealed and submitted to the Town. If possible, please bring an additional copy for the Town to timestamp for our records.

Please remind any department member or employee who makes a reimbursable purchase to notify vendors that we are sales tax exempt. In the future we'll need to reimburse without sales tax. As always, we should avoid and limit unauthorized purchases.

It looks like Kiki's dental and vision coverage will come to \$69.89 per month. I believe employees pay 15% of health related benefits. Kiki would need to pay \$5.24 per paycheck. Is it possible to have the District pay the full amount to make it a bit more straightforward on the administrative/payroll side (bill entry not broken out between district and employee, payroll setup, payroll entries accounting for the split, pricing changes, etc)? Note that any health insurance benefits paid by the district on behalf of an employee are not subject to the District's share of employment tax - Social Security & Medicare (7.65%), therefore, small tax savings.

Total warrants for October 15, 2024 total \$105,079.51.

Ace Hardware	\$ 224.87
ATLANTIC PC, INC.	\$ 1,774.30
Buzz Chew Chevrolet-Cadillac	\$ 58,135.00
Cablevision Lightpath LLC	\$ 776.76
Carr Business Systems	\$ 112.75
Dr. Robert Fogel	\$ 1,875.00
Edward Purpora	\$ 75.00
FARMINGDALE BEVERAGE	\$ 123.90
Firefighters Equipment of NY	\$ 5,795.74

FRED HEFFEL	\$ 150.00
Gary Forry	\$ 150.00
JARP Auto Works Inc	\$ 293.40
Jeffrey Tasch	\$ 150.00
Keriaki Psorakis	\$ 150.00
Mario's Pizzeria of Melville	\$ 132.62
Michael Suwalski	\$ 150.00
MUNICIPAL EMERGENCY SERVICES	\$ 66.00
NYS EMPLOYEES' HEALTH INSURANCE	
PENDING	\$ 1,445.66
NYSIF Workers' Compensation	\$ 8,562.58
QuackerJack Foundation	\$ 175.00
RBC Wealth Management	\$ 5,000.00
Richard Security	\$ 535.50
ROBERT MARTENS	\$ 150.00
Sakki Computers & Security	\$ 450.00
Salerno	\$ 2,424.32
Schneps Media	\$ 110.50
SIOBHAN DOMINGO	\$ 150.00
Smartsheet Inc	\$ 861.30
South Farmingdale Water District	\$ 123.84
South Farmingdale Water District 3 Locust	\$ 22.79
South Shore Fire Equip. Dist.	\$ 122.85
Thomas Rizzo	\$ 137.69
Wex Bank	\$ 1,454.81
NATIONAL GRID	\$ 24.87
PSEG	\$ 4,165.22
ELAN FINANCIAL SERVICES	\$ 3,132.82
EXTREME PRESSURE WASHING	\$ 5,700.00
VERIZON	\$ 194.42
TOTAL:	\$ 105,079.51

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

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

Motion passed.

Apparatus – Commissioner Forry

972: Was returned on Friday, October 11th. Aptico replaced the Wabco brake system computer. Commander Fleet drove it back to their shop and checked it out for the upcoming pump test. They repaired two vacuum leaks and replaced the light lens on the OIC inside door light.

978: The vendor that will be repairing the accident damage is North Star Auto Body. They will schedule the repair as soon as the parts come in. We have a \$1,000.00 deductible to pay. Hendrickson has to perform a campaign service bulletin to inspect run rail for swelling, cracks and drain holes. They will schedule with us once they have all the material to perform the campaign.

9703: Had a problem with starting the vehicle. Both batteries were found to be bad. The batteries were covered under warranty through Advance Auto Parts. We replaced the batteries last year on October 4, 2023.

9712: Had an oil and filter change on Friday, October 11th.

Chief Witt and myself went out to Commander Fleet on Tuesday, October 8th to look at and go over the new Chief's pickup truck. They have started to order the parts that are needed for the vehicle.

Spartan Engineering has asked the Engine Company Committee to approve the pump panel layout as per the drawings. If there are any changes, they need the final copy signed off and submitted by October 22nd. I sent the information to them on October 14th to approve the drawings.

Audit & Bonds

Status quo.

Buildings & Grounds – Commissioner Heffel

The IT company has looked into the sign issue at Station 2. It has been corrected and will be monitored.

The entire exterior of headquarters has been power washed over the weekend. The building looks great.

All the heater exhaust systems have been modified to close out the birds from nesting.

It was brought to my attention that Station 2 is being left filthy and some items are missing. We need to swap the key fob from the old captains office to the hallway door leading to the district garage.

Capital Improvements – Commissioner Fullshire

Nothing to report.

Communications & Petitions – Commissioner Heffel

Nothing to report.

Communications & Alerting – Commissioner Fullshire

Three (3) Pagers are out for repair and still waiting on an update from the repair company. Spoke with the Chiefs office regarding the backup repeater for Station 2. Waiting on info from the radio company. Paperwork was submitted to Massapequa dispatch to be our backup dispatch. Chief Mackie is handling this matter.

District Reports

Nothing to report.

Emergency Preparedness – Commissioner Tasch

Status quo.

Equipment – Commissioner Suwalski

As per Commissioner Suwalski, Commissioner Fullshire has started to look into the SCBA system and corresponding equipment. I have asked the Chief of Department to select three (3) people to aid me in this.

Equipment that needs to be deemed obsolete:

One (1) JVC DVD Player – Serial #089K8730

One (1) Toshiba DVR/VCR Player – Serial #AD15310226A

One (1) 3M Overhead Projector – Model # 9050 – Serial #988844

One (1) Desktop Computer – Model #Optiplex 710 – Serial #KI4120020

One (1) Portavideo – Model #VP-300

One (1) Bell & Howell 16MM Projector – Serial #5358045

One (1) Radio Shack Amplifier – Model #32-2042 – Serial #951201481

One (1) Whelen – Model #SA315P- Serial #01-0884777-00C

One (1) Pyramid – Model #SRV-200U – Serial #558019

Three (3) Airpacks – Model #AP50 – Serial #'s 1150734000573, 1150734000887 and 1150734000839

Motion to decommission above mentioned non-repairable equipment 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.

SCBA flow test quotes are in and we will be using MES.

All required repairs on bunker gear have been completed.

Annual hose test has been rescheduled to 11/1/2024 due to 972 being OOS.

There has been equipment sent out for repair without proper notification to the BOFC. Please advise your members of the correct process. Two (2) lengths of hose and two (2) flashlights were sent out for repair.

Going forward the district employees will be distributing and receiving all equipment to and from members.

Brian Queren submitted a request to have bunker gear repaired. This was addressed and returned.

Co2 extinguisher left out back since fire prevention.

The first groups of co-meters and gas detectors have been received and distributed to the chiefs. We received the Radiation detectors. The chief's office will be looking into training before taking possession.

Fuel – Commissioner Tasch

All good.

IT Computers / Printers / Hardware – Commissioner Heffel

MDT in 9701 car has been ordered. The MDT from 975 is being used by 9701 for now.

Purchased three (3) new laptops. They will be put into the officer's room for each company. The IT company will take care of updating and reprogramming them.

Have a company coming in to look over the smart boards in the meeting and training rooms.

Insurance & Personnel – Commissioner Tasch

Still working with the insurance company to resolve the billing on Ryan Sommers who was injured during the 9th Battalion Softball tournament.

I am in favor of paying the additional \$5.24 per pay period for district employee's dental & vision insurance.

Looking at the analysis sent to us by Salerno and my recommendation is to stay with EISP for 2025 and continue to look at rates and coverages each year.

I have completed the 2024 NYSIF VFBL audit and returned it to the state, have asked the secretary to reach out to the Town Assessor's office and get the total number of residential parcels, no vacant land or commercial properties, that are distributed for the South Farmingdale FD.

One member got some fiberglass in his thumb at a recent alarm and a RMA was done as his thumb was cleaned out - no loss of work or time

Three members have resigned and district property has been returned. Two members on ELOA – one until October 12th and second until October 15th.

Inventory – Commissioner Suwalski

Nothing to report.

Legal / Government – Commissioner Heffel

The attorney has been advised of the ongoing Instagram issues toward the board. Spoke with him today about all South Farmingdale Fire Department social media sites about concerns of the safety of the district and department members. He stated that we should have only members of the department having access to these sites.

Our attorney has advised us that the Juniors must receive training on sexual harassment and workplace violence.

Waivers for photos and videos must be signed by all members. We will also be adding this to the application for membership.

Discussion on upcoming grants and denied grants.

LOSAP – Commissioner Tasch

Third of five additional payments of \$5,000.00 has been sent to Firefly for DB LoSap fund.

Funds have been doing well, up \$20,000.00.

Miscellaneous:

Safety Classes for Kindergarten Oct 15,16, & 17 the event was run by Ex Chief Klein.

District Open House was a huge success more than 500 people attending. Many new displays and information for our community were available. Many other departments came by to see what we do.

Used fire prevention supplies have been re-ordered to lock in 2024 pricing.

Letter sent to Hicksville BOFC to thank them for use of their Smoke House Trailer.

Phones / Landlines / Cable – Commissioner Heffel

The phone system has been updated throughout headquarters

Physicals / Medical Screenings – Commissioner Tasch

Two new applicants 2024R and 2024S to be discussed and voted on tonight.

It's almost time for District Physicals and Fit testing - working on roster updates.

As with last year my recommendation is any new member who had their physical and fit test after September 1st does not need to take another physical until 2026.

Also, as in last year any member who wants to take an early physical (to beat the rush) can start calling after December 1st. I will remind the doctor that the district only has class A & B members.

Will make arrangements for the fit test company to come January 2nd & 23rd. Anyone else can make their own appointment.

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. We are continuing with updating the policies and procedures.

Discuss changes to policies as discussed last meeting including leaves, refreshments chief's vehicle and dash camera policies.

Trainings – Commissioner Tasch

Discuss online McNeil trainings.

Utilities / Gas / Electric – Commissioner Heffel

Status quo.

Unfinished Business

Report from the treasurer that we are now receiving monies from our EMS runs, the total for the last deposit was \$36,118.66. This money will remain in a separate account earmarked for EMS expenses only. We also received a bill from proclaim for \$3,310.68 their share of money received as they don't get paid until we get paid as in our contract.

We need to approve the 2025 budget tonight.

New Business

Motion to adopt 2025 final budget by Commissioner Tasch, 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.

Motion to approve new applicants, 2024 R & S 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 passed.

Commissioners entered into Executive Session at approximately 8:30pm to discuss personnel matters and the meeting was adjourned.

Kiki Psorakis
District Secretary