

**WEST LICKING JOINT FIRE DISTRICT
BOARD OF TRUSTEES**

January 14, 2010

Organizational Meeting

Douglas Joseph opened the meeting at 7:00 p.m., and led the Pledge of Allegiance.

ROLL CALL:

Etna – Randy Foor (new appointee); Reynoldsburg – Douglas Joseph; Harrison – Larry Kretzmann; Jersey – Derek Myers; Kirkersville – Sharon Temple (new appointee); Pataskala – Pat Sagar.

ELECTION OF OFFICERS:

Mr. Kretzmann nominated Mr. Joseph for President. Mr. Myers seconded.

Mrs. Sagar nominated Mr. Myers for President. No second.

Mr. Kretzmann motioned to close the nominations for President. Mrs. Temple seconded. Vote to close nomination: Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Nominations closed.**

Vote to elect Mr. Joseph as President: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes. **Motion carried.**

Mr. Joseph asked for nominations from the floor for Vice President.

Mr. Joseph nominated Mr. Kretzmann for Vice President. Mrs. Temple seconded.

Mrs. Sagar nominated Mr. Myers for Vice President. Mr. Kretzmann seconded.

Mr. Joseph motioned to close the nominations for Vice President. Mrs. Temple seconded. Vote to close nominations for Vice President: Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

Show of hands vote for Vice President: Two (2) for Mr. Kretzmann; three (3) for Mr. Myers. Mr. Myers elected as Vice President.

Mr. Joseph provided the Board with a list of the 2010 WLJFD Committee assignments.

RECOGNITION OF GUESTS: Peggy Davis introduced her husband, John, to the Board.

OPEN DISCUSSION:

Chief Fulmer expressed condolences to Michael Byrd on the passing of his mother. District representatives attended her funeral service.

APPROVAL OF MINUTES:

The November 12, 2009 regular meeting minutes were re-submitted to the Board for approval due to a lack of quorum at the December meeting.

Mr. Kretzmann motioned to approve the November 12, 2009 regular meeting minutes as presented. Mr. Myers seconded. Vote: Kirkersville – Mrs. Temple, abstain; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, abstain; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Mr. Kretzmann motioned to approve the December 10, 2009 regular meeting minutes as presented. Mr. Myers seconded. Vote: Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, abstain; Pataskala – Mrs. Sagar, abstain; Etna – Mr. Foor, abstain; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.** Three votes is the only possible maximum; minutes approved based on that majority.

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Kretzmann motioned to approve the December 2009 Bank Reconciliation, STAR Ohio, and Park National Bank (CDARS Program) Investment Statements. Mrs. Sagar seconded. Vote: Kirkersville – Mrs. Temple, abstain; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Kretzmann motioned to approve warrants 24811 - 24918. Mrs. Sagar seconded. Vote: Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, abstain. **Motion carried.**

NEW BUSINESS:

A. Approval of Purchases

- 1) A purchase order was created in 2009 to encumber funds for the 2008 F250 super-duty, extended cab pickup truck being sold by the City of Pataskala Police Department. The truck was inspected and driven, and based upon Chief Fulmer's recommendation, is acceptable for purchase. The District expects to utilize this vehicle for approximately seven (7) to eight (8) years.

Mr. Kretzmann motioned to purchase the 2008 F250 super-duty, extended cab pickup truck from the City of Pataskala Police Department for \$18,000. Mr. Myers seconded. Vote: Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

B. Discuss Draft Policies/Procedures

- 1) Mr. Joseph added to the Agenda his suggestion to reimburse Board members for travel to Committee meetings, since several of the Committees meet quite often during the year. The current IRS mileage reimbursement rate is 50 cents per mile. The existing policy could be adjusted to include this reimbursement. Mr. Kretzmann stated that he felt this reimbursement should be available, and a Board member can then decide whether or not to use it. Chief Fulmer will address this item, put something together for the Board to review, and it will be addressed again next month.

CHIEF'S REPORT:

Chief Fulmer updated the Board regarding potential risk management issues with the position of District Photographer. He stated that our liability provider does not have a problem with this position. Chief Fulmer was unsure whether Mrs. Seymour (previous Board representative from Kirkersville) had received the information she was waiting for. To date, Mrs. Seymour had not contacted him. Following responses received from both the liability agent and legal counsel, Chief Fulmer will reinstate the volunteer position of District Photographer.

Chief Fulmer updated the Board on the current recruitment processes:

Part-Time Recruitment: The first 14 candidates have completed their polygraph assessments; eleven candidates will be moving forward for medical assessments. It is likely that the assessments will not be completed until just before the January meeting. No recommendation will be forthcoming for the January meeting. Once these candidates are processed, the second wave of candidates will begin the other portions of the recruitment process.

Career Recruitment: AC Williams has worked with C-TEC for the test preparation, validation, administration, and scoring of an entry level test. The test will be conducted on January 28th. Cost per candidate is \$40. Those who score at least 70% on the examination will be afforded an interview, which is tentatively scheduled for February 9th and 10th. Hiring recommendations should be presented to the Board at the February Board meeting.

Acting LT Promotional Process: AC Williams has worked with C-TEC for the test preparation, validation, administration, and scoring of a promotional test. The reading list has been posted for the 45 days required by CBA. The tentative test date is February 25th.

Chief Fulmer informed the Board that he and the Fiscal Officer had an initial meeting with Frank Harmon of Ohio Insurance Services Agency, Inc. regarding the District's major medical insurance renewal. The 2008-2009 17th Annual SERB Health Care Report was provided to all Board members for their review. Chief Fulmer requested that the Insurance Committee meet as soon as possible to evaluate renewal options, prior to meeting with the bargaining unit. He suggested that the Insurance Committee stay for a few minutes after this meeting to set a time and date.

January service anniversaries and birthdays were recognized.

FISCAL OFFICER'S REPORT:

The Fiscal Officer stated for the record that the WLJFD Board of Trustees will hold their regular monthly meetings at 7:00 p.m. on the second Thursday of each month.

The Fiscal Officer requested approval of the following Resolutions:

Mr. Kretzmann motioned to approve **Resolution 2010-01 to authorize Fiscal Officer to move money within a Fund on the object level.** Mrs. Sagar seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes. **Motion carried.**

Mr. Kretzmann motioned to approve **Resolution 2010-02 to authorize Fiscal Officer to create Blanket Certificates as needed, with expiration date not to exceed December 31, 2010.** Mrs. Temple seconded. Vote: Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

Resolution 2010-03 was not required, motioned or approved. The 2010 Temporary Appropriations and Budget were approved at the December, 2009 regular meeting.

Mr. Kretzmann motioned to approve **Resolution 2010-04 to authorize Fiscal Officer to request Licking County Auditor for Tax Advances as available in 2010.** Mrs. Sagar seconded. Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

Mr. Myers motioned to approve **Resolution 2010-05 to appropriate \$1,000 for miscellaneous food purchases to provide food for firefighters and/or FPOs at fire scenes, by presiding Officer's decision.** Mr. Kretzmann seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Mr. Kretzmann motioned to approve **Resolution 2010-06 to appropriate \$2,500 for food and/or refreshments for Committees and other meetings in 2010.** Mr. Myers seconded. Vote: Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple. **Motion carried.**

Mr. Myers motioned to approve the Annual Awards Dinner, with resulting expenditures to be paid with earned interest rather than tax revenue. Mr. Kretzmann seconded. Vote: Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

Mr. Foor motioned to approve bonding Douglas Joseph as Board President during 2010. Mr. Kretzmann seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes. **Motion carried.**

Ms. Krugh informed the Board that the Tangible Personal Property Settlement was received during December: \$19,801.78 net.

The Board had requested Ms. Krugh to obtain information regarding dependents' life insurance coverage through Hartford Life. Dependents can only be covered with 100% participation as a group, and premiums must be paid by the District. No interest was expressed by the Board to proceed.

The 2009 Year-End Reports have been completed and will be advertised that they are ready for public viewing. They will also be posted on the District's website. Legal advertising will be published for both 2009 Year-End completion and 2010 Fire Board monthly meeting dates in *The Pataskala Standard* and *The Advocate*.

Ms. Krugh advised that she had mailed the Year-End Balances Certification to the Licking County Auditor.

State Auditors will be returning during the week of February 22nd to complete the 2008-2009 Audit.

COMMITTEES' REPORTS:

The Building Committee met with Senator Schaffer and others today at the Statehouse regarding any opportunity to leverage land for potential stations within the District. There will be further meetings regarding this issue.

The Budget Committee (two of the three members) met this week, and will meet again. Three (3) Budget scenarios were discussed; less than what was appropriated last year. The Insurance Committee needs to discuss insurance costs. Chief Fulmer will deliver a new Budget packet to the Board for review. The 2010 Budget will look entirely different – Chief Fulmer tried to simplify line items so they will be easier to manage. The 2010 Budget should be approved at the February meeting.

Chief Fulmer informed the Board that Lt. Todd Magers was deployed today with the Ohio Task Force to Haiti. Lt. Magers had no idea when he would return. FEMA will reimburse Lt. Magers' wages and overtime.

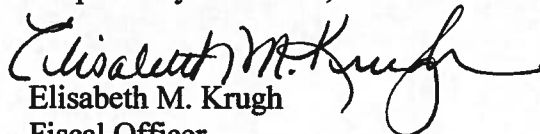
Mr. Kretzmann motioned to go into executive session at 8:12 p.m. to consider the appointment, employment, promotion or compensation of a public employee per ORC 121.22, G(1). Mr. Foor seconded. Vote: Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

Mr. Kretzmann motioned to come out of executive session at 8:38 p.m. Mr. Foor seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Mr. Kretzmann motioned to approve Injury Leave for Donald Goodyear; the amount to be determined by Comp Management and Chief Fulmer. Mrs. Sagar seconded. Vote: Pataskala – Mrs. Sagar, yes; Etna – Mr. Foor, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

There being no further business, Mr. Joseph adjourned the meeting at 8:40 p.m.

Respectfully submitted,


Elisabeth M. Krugh
Fiscal Officer

APPROVED:

 
Board of Trustees Title

Note: These minutes are unofficial, subject to amendment, until approved by the Fire Board Members.

Guests present: AC Ken Mathews, AC Harold Williams, on-duty Unit 1 Firefighters, Peggy and John Davis.