

WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

June 17, 2010

Special Meeting

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

ROLL CALL:

Etna – Randy Foor; absent; Reynoldsburg – Douglas Joseph; Harrison – Larry Kretzmann; Jersey – Derek Myers, absent; Kirkersville – Sharon Temple; Pataskala – Pat Sagar.

APPROVAL OF AGENDA:

Mr. Joseph asked for changes to the Agenda, and receiving none, the Agenda stands approved.

RECOGNITION OF GUESTS: None

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mr. Kretzmann motioned to approve the April 8 and May 13 meeting minutes as presented to the Board. Mrs. Sagar seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Kretzmann motioned to approve the May 2010 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mrs. Sagar seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Kretzmann motioned to approve warrants 25216 - 25320. Mrs. Temple seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

NEW BUSINESS:

A. Approval of Purchases

- 1) FY2010 Budget contains funding to replace 15 ballistic vests.

Mrs. Sagar motioned to approve the purchase of 15 ballistic vests from Vance's Law Enforcement at a cost not to exceed \$6,562.50. Mrs. Temple seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

- 2) FY2010 Budget contains funding to purchase a Sparky Hazard House. Chief Fulmer stated that the interactive screen feature was eliminated, thereby lowering the purchase from \$19,890 to

\$13,990. Mrs. Sagar provided positive input that she had heard the school faculty liked it, and Mr. Joseph stated that he felt this would be a useful tool for the District. Mr. Kretzmann was not in favor of purchasing this item. He stated that the District should borrow or rent it from Butler County instead.

Mrs. Sagar motioned to purchase a Sparky Hazard House from ModelTech International Inc. at a cost not to exceed \$13,990. Mrs. Temple seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, *no*; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

3. Chief Fulmer is still waiting for information from the vendor regarding the Motorola Apex7000 Portable Radios. This will be postponed until another meeting.

B. Discuss Draft Policies/Procedures

1. None

CHIEF'S REPORT:

Chief Fulmer reported the following:

- A. P/T FF Medic Brett Webb submitted a letter of resignation. He now lives a long distance from the District, and has also started an automobile detail business.

Mr. Kretzmann motioned to accept the resignation of P/T FF/Medic Brett Webb effective June 10, 2010. Mrs. Sagar seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

- B. Battalion Chief Richard Conaway submitted a letter of resignation with intent to retire effective 0701 on June 24th. BC Conaway served the District for almost 28 years, and was also a part of the Pataskala Fire Department prior to creation of the District. Chief Fulmer and the Board thanked BC Conaway for his many years of service to the District. BC Conaway also expressed his appreciation with a thank you letter to the Board members (both past and present) for their assistance throughout his career.

Mr. Kretzmann motioned to accept the resignation of Battalion Chief Richard Conaway effective 0701 on June 24, 2010. Mrs. Sagar seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

- C. Since a formal Awards Banquet was not held this year, Chief Fulmer discussed the possibility of having a Picnic/Awards Banquet for employees and their families on a Saturday or Sunday afternoon this summer, prior to Street Fair. Mr. Kretzmann suggested utilizing the Harrison TWP Park as a picnic site; there is a signup sheet in their Zoning Office. Chief Fulmer will work on this and bring a proposal back to the Board at a later date for their approval.

- D. Chief Fulmer informed the Board that the Licking County SWAT team is in need of a response vehicle. The District has a surplus Medic which has 108,000 miles; resale value is \$2,000 at the high end. SWAT would have to modify it with the Sheriff's office information. Mr. Kretzmann stressed that SWAT should not put the Medic in service without removing the District's decals, etc.

Mr. Kretzmann motioned to donate Medic 4016 to Licking County SWAT. Mrs. Temple seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

- E. Chief Fulmer advised the Board notice was received from Licking County regarding a donation from the estate of Ms. Dorothy E. Reed, a longtime District resident. AC Mathews provided a brief biography of Ms. Reed, and how her father enjoyed volunteering for the Pataskala Fire Department. Mr. Joseph asked Chief Fulmer to advise the Board when the donation is received, and at that time they will determine how to best utilize it.
- F. June birthdays and anniversaries were recognized.

FISCAL OFFICER'S REPORT:

- A. 2009-2008 Post Audit Report – The formal post audit conference was scheduled for the June 10th regular meeting, which was cancelled due to a lack of quorum. The draft report was submitted to the Board for their review. The State Auditors advised Ms. Krugh that they found nothing of significance during the audit and offered the Board the opportunity to waive a formal post audit conference.

Mr. Kretzmann motioned to waive a formal post audit conference with the State Auditors. Mrs. Sagar seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

- B. Ms. Krugh advised the Board that during the FY2010 Budget preparations there was discussion with Chief Fulmer, the Budget Committee, and the State Auditor regarding 1 MIL revenue, and whether it could be combined with the General Fund revenue. A consensus was never reached regarding that possibility. The FY2010 Budget was prepared with only the General Fund in mind; the 1 MIL revenue was not included. The following Resolution will reduce the General Fund outlay and include 1 MIL revenue into the FY2010 Budget; the fiscal year totals will remain the same. The FEMA/OH Task Force revenue is federal money and does not impact the budget; the revenue comes in and that money is charged off as needed. An Amended Certificate will be requested from the County Auditor.

C. Supplemental Appropriation Resolution 2010-09 as follows:

1. Reduce General Fund Appropriation Account 1000-760-700-0000 Capital Outlay from \$348,482.00 to zero.
2. Create Special Fund (1 MIL) Appropriation Account 2191-760-740-0000 Capital Outlay in the amount of \$348,482.00.
3. Reduce General Fund Appropriation Account 1000-100-314-000 \$130,000 to \$123,500.
4. Create Special Fund (1 MIL) Appropriation Account 2191-110-314-0000 in the amount of \$6,500.
5. Create Special Fund-FEMA/OH Task Force 2901-220-100-0000 \$4,919.61.
6. All 2010 expenditures impacted by the Appropriation Account changes be reallocated, and Then and Now Purchase Orders will be utilized, as

motion on next pg!

Mr. Kretzmann motioned to approve Resolution 2010-09 as presented herein. Mrs. Temple seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

COMMITTEES' REPORTS:

A. Building Committee Report

1. Update on Facility Master Plan RFQ Process – Chief Fulmer advised the Board that eleven firms submitted proposals, and the Committee reached a consensus and narrowed them down to three. He stated that all three have demonstrated the ability to provide a Master Plan for what the District needs now, and what will be required in the future. Mr. Joseph reiterated that all three firms are close; we need to get a fix on the cost, and how they would do the project. Chief Fulmer suggested that he will define the scope of the project and request the firms to each do a mini-proposal; how fast they can do it and what the cost will be. He will provide that information to the Board and then they can determine whether or not the firms should make presentations, or whether we will work with what we have. Mrs. Sagar stated that she would also like to hear the presentations from all three firms (not just the Building Committee). Chief Fulmer will try to have this information by the July meeting; the August meeting at the latest. Mr. Joseph requested that the other applicants be advised they are no longer being considered. Chief Fulmer concurred that this would be done.

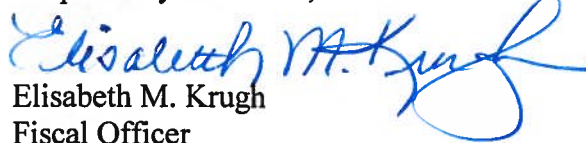
Mrs. Sagar motioned to go into executive session at 8:02 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Mr. Kretzmann seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

Mr. Kretzmann motioned to come out of executive session at 8:56 p.m. Mrs. Temple seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

Mr. Kretzmann motioned to extend a conditional offer of employment as Full-Time Firefighter/Paramedic to Chris Sturtz, contingent on successful completion of his OP&F physical. Mrs. Sagar seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

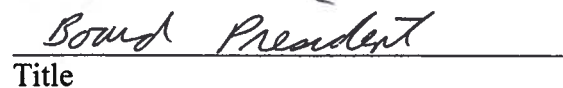
There being no further business, Mr. Joseph adjourned the meeting at 9:01 p.m.

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 2 Firefighters