

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

October 14, 2010

Regular Meeting

Douglas Joseph opened the meeting at 7:02 p.m., and led the Pledge of Allegiance.

ROLL CALL:

Etna – Randy Foor; 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:

Eve Ellinger and Paul Bittner of Schottenstein Zox & Dunn Co., LPA
Rick Tripp, Dan Montgomery, and Keith Han of Michael Schuster Associates

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mr. Joseph motioned to amend the minutes of the September 9, 2010 regular meeting to read as follows on Page 4, Paragraph 1, "...go with New Albany or *Jersey* Township." Mr. Kretzmann seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, abstain; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

Mr. Joseph motioned to approve the amended September 9, 2010 regular meeting minutes as presented to the Board. Mrs. Temple seconded. Vote: Harrison – Mr. Kretzmann, abstain; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

Mr. Foor motioned to approve warrants 25589 - 25652. Mr. Kretzmann seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

EXECUTIVE SESSION:

Mr. Kretzmann motioned to go into executive session at 7:14 p.m. to consider the appointment and employment of a public employee, prepare for, conduct or review negotiations or bargaining sessions with employees. Mr. Foor seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

Mr. Kretzmann motioned to come out of executive session at 8:40 p.m. Mr. Foor seconded. Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

NEW BUSINESS:

A. Approval of Purchases

1. Mr. Kretzmann motioned to proceed with the enclosure of the north end of Station 1's mezzanine at a cost not to exceed \$5,250. Mr. Foor seconded. Vote: Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**
2. Chief Fulmer updated the Board on the status of the Jefferson Street Shop water meter. Beginning January 1, 2011 the District will begin paying for water and sewer for Station 1 and the Jefferson Street Shop. We are working on determining the budgetary impact these changes will have on the District. AC Mathews obtained a quote from Cruikshank Plumbing Corporation for the installation of a water meter for the Jefferson Street Shop. The quote is \$2,388 which does not require the approval of the Board to proceed. However, this does not include the cost of the water meter, which will be supplied by the City of Pataskala, but paid for by the District. To date, the City of Pataskala has not supplied the District with the estimated cost of the meter.
3. Mr. Kretzmann motioned to approve the purchase of 30 printed Fire & EMS manuals and one resource CD for the part-time firefighters at a cost of \$5,200. Mrs. Temple seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes. **Motion carried.**

B. Discuss Draft Policies/Procedures

1. None

CHIEF'S REPORT:

Chief Fulmer reported the following:

- A. FF/Medic Kyle Haertling had requested to have prior Township service time credited to his time with the West Licking Joint Fire District for the purpose of vacation accrual. In June 2008 he submitted letters from Hamilton and Scioto Townships documenting his service credit with those two organizations. Both pieces of correspondence were initialed "OK JW," signifying that Fire Chief Jim Weber (retired) had either seen and/or approved the documentation and/or credit of prior service. FF/Medic Haertling's rate of accrual was never adjusted to reflect this prior service, which equals two years three months. Chief Fulmer stated that it is his understanding that the Board no longer makes adjustments to credit for prior service time, and that per ORC, only Townships are required to recognize prior service credit. The Fire District is not required to do so.

Mr. Kretzmann stated that he is not inclined to give prior service credit if the previous Chief did not bring it to the Board for approval; this Board is not inclined to approve it. Chief Fulmer stated that if this was documented in the meeting minutes and was approved by the Board, then it makes sense to adjust it. If it's not in the meeting minutes, we will not adjust it. Chief Fulmer stated that he had not reviewed the 2008 minutes. The Fiscal Officer stated that she would do so prior to the November meeting and bring that information back to the Board.

- B. Chief Fulmer briefed the Board on several items pertaining to IT support and suggested enhancements to our current hardware and software infrastructure. He suggested working with an IT company that is more than one person, that has demonstrated the capacity to fix our problems, and develop a computer replacement program that makes sense within our budget. Chief Fulmer stated that entire replacement of hardware and software would be about \$17,000. Based on inventory, we will determine a recommendation to stagger replacement of our IT equipment. Further information would be provided to the Board at a later meeting.
- C. Chief Fulmer advised the Board that part-time FF/Medic Michael Ferguson had resigned.
- D. Mr. Foor motioned to donate expired EMS supplies that can't be restocked at area hospitals to the Fire Academy or humanitarian organizations that can utilize them for training purposes, etc. Mr. Kretzmann seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**
- E. Mr. Foor motioned to authorize ladder repairs not to exceed \$7,276.56. Mr. Kretzmann seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**
- F. October birthdays and anniversaries were recognized.

FISCAL OFFICER'S REPORT:

- A. Ms. Krugh confirmed with the County Auditor that the 2.5 Mill levy can be put on the May or November 2011 ballots. It is still being collected in 2011. The May 30, 2011 filing deadline is February 2, 2011, and the November 8, 2011 deadline is August 10, 2011. This is not a decision that must be made at this time, but needs to be taken care of by January to go on the May, 2011 ballot.
- B. The SB3 & 287 Utility Reimbursement was received from the County Auditor in the amount \$39,057.92.
- C. The HB 66 Personal Property August, 2010 Reimbursement was received in the amount \$104,742.36.
- D. The 2nd Half 2010 Real Property Tax Rollback was received from the State of Ohio in the amount \$486,166.61 net (after tax collection fees).

COMMITTEES' REPORTS:

- A. Building Committee Report and MSA Presentation

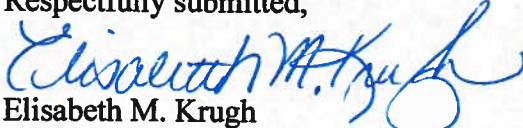
Chief Fulmer advised that an internal committee has been established, and has met to discuss the Master Plan Project and to complete Station programming. This information was relayed to MSA, as well as the emergency response mapping for a 12-month period. Based on that information, MSA has completed several items to include: mapping that shows fire station locations (existing and recommended) with an emergency response overlay; conceptual fire station footprint based on the programming completed by the internal committee.

The representatives from MSA Architects provided the Board with mapping of the existing and recommended fire station locations with an emergency response overlay, and proposed prototype site and floor plans. After much discussion by the Board and MSA, the following was determined:

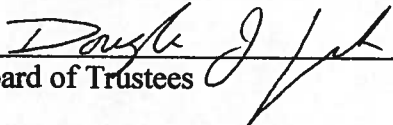
- 1) We need to determine the blueprint of our future buildings;
- 2) site acquisition is a priority;
- 3) we need to be cognizant of utilities required;
- 4) if we are building more than one building at a time, a construction manager will be needed.

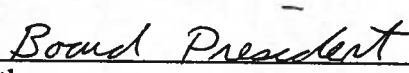
There being no further business, Mr. Joseph adjourned the meeting at 10:30 p.m.

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, Terra Woolard, John and Peggy Davis, on-duty Unit 1 firefighters.