



WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

August 11, 2011

Regular Meeting

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

ROLL CALL:

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

RECOGNITION OF GUESTS:

Connie Klema
Wes Fortune

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mr. Kretzmann motioned to approve the July 14, 2011 meeting minutes. Mrs. Sagar seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mrs. Sagar motioned to approve the July, 2011 Bank Reconciliation and STAR Ohio Investment statement. Mrs. Sagar seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Fiscal Officer used June CDARS investment balance to reconcile. July statements were not received in time for month-end posting.

APPROVAL OF VOUCHERS:

Mr. Kretzmann motioned to approve warrants 26439 - 26526. Mrs. Temple seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

EXECUTIVE SESSIONS

Mr. Kretzmann motioned to go into Executive Session at 7:12 p.m. to consider the compensation of a public employee, and purchase of property. Mrs. Sagar seconded. Vote: Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

Mrs. Sagar motioned to come out of Executive Session at 8:15 p.m. Mrs. Temple seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

NEW BUSINESS:

A. Approval of Purchases

1. None

B. Discuss Draft Policies/Procedures

1. Chief Fulmer informed the Board that Mrs. Metzger will transmit copies of the proposed Transitional Work and Technology Policies to the Board for their review via e-mail. These policies will be discussed at a later date.

C. The Fiscal Officer swore in three new part-time firefighters, Joshua Payne, Jonathan Sforza and Johnathan Cannon.

D. Chief Fulmer informed the Board that a formal motion to hire Kate Earley was required. At last month's meeting, a second offer of employment was extended rather than a formal motion to hire.

Mrs. Sagar motioned to hire Kate Earley as Fire Prevention Officer. Mr. Myers seconded. Vote: Harrison – Mr. Kretzmann, abstain; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes. **Motion carried.**

CHIEF'S REPORT:

A. Chief Fulmer requested that the Board review the draft Professional Development/Succession Planning document he submitted to them previously. He would appreciate any feedback they could provide.

B. August birthdays and anniversaries were recognized.

ASSISTANT CHIEF'S REPORTS:

A. AC Ken Mathews – Per AC Mathews, his priority is to keep the fleet running. Annual aerial apparatus inspections are scheduled for the end of this month.

- B. AC Harold Williams reported that the career staff has completed the Hazmat refresher. Required sexual harassment training has been initiated for all District employees and will be completed in the next few weeks.

FISCAL OFFICER'S REPORT:

- A. Ms. Krugh advised the Board that both CDs mature on November 1, 2011. Ms. Krugh will provide the Investment Committee with the last five years' fiscal data to review and provide a basis for the Committee's investment recommendations, which will be presented to the Board at a later date.
- B. Ms. Krugh reported that the 2nd Half 2011 Tax Settlement was received from the Licking County Auditor. Approximately \$2.7 million will be posted with the August fiscal reports.

HUMAN RESOURCES REPORT:

- A. Mrs. Metzger left the meeting early due to a family emergency. Mr. Myers stated that job descriptions were submitted to the Board for their review in this meeting's packet.
- B. The BWC settlement was discussed earlier.
- C. Chief Fulmer advised the Board that P/T FF Tim Spradlin had submitted his resignation due to medical issues.

Mr. Kretzmann motioned to accept the resignation of P/T FF Tim Spradlin effective immediately. Mrs. Sagar seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

IAFF LOCAL 3025:

Larry Moon stated that he would like to address the vacation/sick leave buyouts. Chief Fulmer responded that the Board had already discussed this issue, and he would get back to the Bargaining Unit with their determination.

Larry Moon inquired whether the Board had an opinion or statement of where we are on physical agility or testing of that. Chief Fulmer stated that the Board had directed that he and Mrs. Metzger work on the validated process, identifying what the options are for validation.

COMMITTEE'S REPORTS:

- A. The Budget Committee met last week to discuss the proposed FY2011 Capital Budget. Chief Fulmer presented the proposed Capital Budget to the Board members for their consideration, and provided them with a recap of the suggested expenditures. Both Mrs. Sagar and Mrs. Temple expressed support for the Capital Budget as presented herein.

Mrs. Sagar motioned to approve the FY2011 Capital Budget as presented herein. Mrs. Temple seconded. Vote: Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

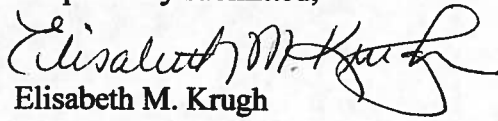
Mrs. Sagar motioned to proceed with the procurement of specifications for a new Medic unit, and to purchase the Emergi-Data system. Mrs. Temple seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

B. Building/Land Acquisition Committee – Mrs. Sagar reported that she traveled to Liberty TWP with Chief Fulmer to look at a building, and was impressed by “a good, basic fire station.”

Chief Fulmer advised the Board that a subpoena drop box has been installed in the Station 1 upstairs lobby. All courts have been advised in writing of the drop box location, and that it should be utilized for delivery of subpoenas.

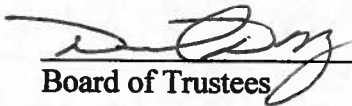
There being no further business, Mr. Myers adjourned the meeting at 9:04 p.m.

Respectfully submitted,



Elisabeth M. Krugh
Fiscal Officer

APPROVED:


Board of Trustees

CHAIRMAN - WLJFD
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 Metzger, Leanne Lesko, On-duty Unit 2 Firefighters