

# WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

July 14, 2011

## Regular Meeting

Derek Myers opened the meeting at 7:04 p.m., and led the Pledge of Allegiance.

### ROLL CALL:

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

RECOGNITION OF GUESTS: Lynnae Macginn, Frank Hatfield

OPEN DISCUSSION: None

### APPROVAL OF MINUTES:

Mr. Foor motioned to approve the June 9, 2011 meeting minutes. Mr. Kretzmann seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

Mr. Kretzmann motioned to approve the June 22, 2011 special meeting minutes. Mrs. Temple seconded. Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, abstain; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

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

The June, 2011 CDARS Investments Statement was received too late to post with the June fiscal reports. Per the Fiscal Officer, it will be posted and presented to the Board for their approval with the July fiscal reports.

### APPROVAL OF VOUCHERS:

Mr. Foor motioned to approve warrants 26341 – 26438. Mrs. Sagar seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes. **Motion carried.**

## EXECUTIVE SESSIONS

Mr. Foor motioned to go into Executive Session at 7:15 p.m. to consider the employment and compensation of a public employee, and court action. Mrs. Sagar seconded. Mr. Kretzmann requested that the motion be amended to include the consideration of purchase of property. Mr. Foor motioned to amend the motion to go into executive session to also include the consideration of purchase of property. Mrs. Sagar seconded. Vote: Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

Mr. Kretzmann motioned to come out of Executive Session at 9:35 p.m. Mr. Foor seconded. Vote: Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

## NEW BUSINESS:

### A. Approval of Purchases

1. Mrs. Sagar motioned to approve the Physio-Control annual maintenance agreement for a total annual cost of \$6,070.93. Mr. Kretzmann seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.** Per AC Harold Williams, this maintenance agreement covers all monitors currently in service.

### B. Discuss Draft Policies/Procedures

1. Mrs. Metzger reported that two draft policies had been reviewed by the District's legal counsel and provided to the Bargaining Unit for their review/feedback. The policies are as follows: Internet/Cell Phone Usage and Transitional Work.

## CHIEF'S REPORT:

- A. Chief Fulmer presented the draft Professional Development/Succession Planning document dated July 14, 2011, to the Board for their initial review. He requested that they provide feedback to him. Mr. Kretzmann inquired whether anyone else had reviewed this document yet, and Chief Fulmer stated no, that the initial review was being requested from the Board.
- B. July birthdays and anniversaries were recognized.

## ASSISTANT CHIEF'S REPORTS:

- A. AC Ken Mathews – Nothing to report.
- B. AC Harold Williams updated the Board on the new Protocol through the MECC system. All equipment is now on the District vehicles, and he will do an audit to see what is missing or broken, to ensure that those items are replaced.

## FISCAL OFFICER'S REPORT:

- A. Ms. Krugh reported that the Tangible Personal Property Tax Reimbursement was received in the amount of \$36,633.58.

- B. The Licking County Auditor also transmitted additional revenue for the Pataskala Town Center Market Value vs. Tax Value Difference in the amount of \$101,078.
- C. Ms. Krugh inquired whether retirees could be cashed out completely for whatever longevity buyout monies are still due them on their retirement date, rather than deferring those payments over however many buyout payment dates would be remaining (per the newly ratified contract). Messrs. Myers and Kretzmann stated no, that retirees would be paid out for any remaining longevity buyout monies per the contract.
- D. Ms. Krugh also advised the Board that a new pension plan pick-up resolution will be required prior to implementing the wage reduction pension provision of the newly ratified contract.

**HUMAN RESOURCES REPORT:**

- A. Mrs. Metzger advised the Board that eight (8) part-time firefighter candidates successfully passed the 2010-2011 recruitment process. She recommended that the top five (5) ranked candidates be hired as part-time firefighters. Mr. Kretzmann inquired whether there was a residency requirement, and Chief Fulmer stated that per State statute, there is no longer a residency requirement.

Mr. Kretzmann motioned to hire Josh Payne, Phil Pack, Johnathan Cannon, Jonathon Sforza, and Daniel Rice as part-time firefighters. Mr. Foor seconded. Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes. **Motion carried.**

- B. No update was provided on the Fire Prevention Officer hiring process.

Mrs. Sagar motioned to extend an offer of employment to Kate Earley as Fire Prevention Officer. Mr. Myers seconded. Vote: Etna – Mr. Foor, *no*; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, *no*. **Motion carried.**

- C. Mrs. Metzger informed the Board that she and Chief Fulmer had reviewed all current personal property and liability coverage, and a few adjustments were being made with the renewal. Coverage should remain essentially the same, however, we will be shifting more of the personal property coverage to Station 1. Chief Fulmer reiterated that this process is just an annual review to ensure that our equipment and property, for example - a fire engine, is insured for replacement value.
- D. Mrs. Metzger is currently appealing two unemployment claims, one for a part-time firefighter who works for the District but lost his primary job, and the other for a previous employee who is now deceased (only six weeks of a claim). Mrs. Metzger has conferred with legal counsel regarding the part-time firefighter's claim, but was advised that since the District is a reimbursing employer, we would not be relieved of our liability. Unemployment Compensation communications were being sent to Station 3, rather than Station 1. Mrs. Metzger had no knowledge of either of these claims until she received a letter advising the District that the part-time employee's fees were being assessed to us. She has corrected our contact information with Unemployment Compensation, and is appealing to have charges removed from our account for the deceased employee.

IAFF LOCAL 3025:

FF/Medic Tom Barnhill expressed his thanks on behalf of the Bargaining Unit for the speedy negotiation and ratification of the new contract.

COMMITTEE'S REPORTS:

A. Labor/Management Committee – Chief Fulmer stated that he would transmit a PDF version and/or a hard copy of the newly ratified contract to all Board members. Per FF/Medic Barnhill, the new contract has been filed with SERB.

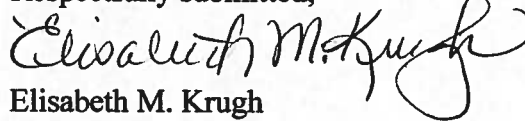
Mr. Myers also expressed his appreciation for how smoothly the negotiations proceeded.

B. Building/Land Acquisition Committee – nothing to report.

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.

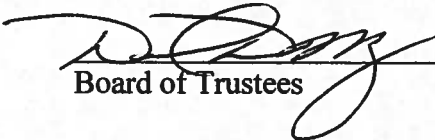
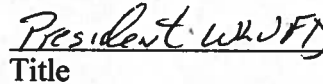
There being no further business, Mr. Myers adjourned the meeting at 10:05 p.m.

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 Metzger, Leanne Lesko, Ron Tague, on-duty Unit 1 Firefighters