

WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

June 12, 2008 Meeting

Paul George opened the meeting at 7:03 p.m., and Doug Joseph led the Pledge of Allegiance.

ROLL CALL:

Etna – Paul George; Harrison – Larry Kretzmann; Jersey – Derek Myers; Kirkersville – Erika Mudd; Reynoldsburg – Douglas Joseph; Pataskala – Kenneth King.

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mr. Myers motioned to approve the May 8, 2008 meeting minutes as presented. Mr. Joseph seconded. Vote: Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, abstain. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Kretzmann motioned to approve warrants 23303 - 23414. Mr. King seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes. **Motion carried.**

FISCAL OFFICER'S REPORT:

Ms. Krugh reported the 1st Half Real Property Rollback for \$468,533.32, and the 1st Half Mfg. Homes Rollback for \$1,380.53 were received. The first installment of the 1st Half Tangible Personal Property Tax Reimbursement in the amount \$21,793.38 was also received in May.

The District's BWC Third-Party Administrator, CompManagement, Inc. submitted the 2009 Group Rating Enrollment forms for approval. The Fiscal Officer prepared the documents for Mr. George's signatures and also requested the Board's approval of the enrollment fee. Mr. Kretzmann motioned to approve paying CompManagement, Inc. \$9,526 for the District's 2009 Group Rating Enrollment Fee. Mr. King seconded. Vote: Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

Ms. Krugh informed the Board that OPERS has mandated all government entities contributing to OPERS must pass resolutions allowing those entities to "pick-up" (assume and pay) pension contributions. Draft resolutions were submitted to OPERS in May, and a representative from Employer Compliance approved them, and confirmed they were in compliance with IRC 414(h)(2). Ms. Krugh requested approval of the Resolutions as noted herein for final submission to OPERS:

Resolution 2008-09: THAT THE WEST LICKING JOINT FIRE DISTRICT WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF THE WEST LICKING JOINT FIRE DISTRICT PURSUANT TO IRC SECTION 414(h)(2).

WHEREAS, pursuant to federal and Ohio laws, the federal and state income taxes on a portion of the wages or salaries of the employees of the West Licking Joint Fire District will be deferred if West Licking Joint Fire District "picks up" (assumes and pays) the contributions statutorily required by such elected officials and covered employees to Ohio Public Employees Retirement System (OPERS); and

WHEREAS, West Licking Joint Fire District will not incur any additional costs in the picking up of such contributions.

NOW THEREFORE BE IT ORDAINED BY THE WEST LICKING JOINT FIRE DISTRICT IN LICKING COUNTY, OHIO, THAT:

SECTION 1: Effective June 12, 2008, the full amount of the statutorily required employee contributions to OPERS shall be withheld from the gross pay of each person within any of the classes established in Section 2 herein and shall be "picked up" (assumed and paid) to OPERS by the West Licking Joint Fire District. This "pick up" by the West Licking Joint Fire District shall be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person within any of the classes established in Section 2 herein. No person subject to this "pick up" shall have the option of choosing to receive the statutorily required contribution to OPERS directly instead of having it "picked up" by the West Licking Joint Fire District or of being excluded from the "pick up." The West Licking Joint Fire District shall, in reporting and making remittance to OPERS, report that the public employees contribution for each person subject to this "pick up" has been made as provided by the statute. Therefore, contributions, although designated as employee contributions, are employer-paid, and employees do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

SECTION 2: The "pick up" by the West Licking Joint Fire District provided by this resolution shall apply to part-time firefighter(s) and the Board of Trustees of the West Licking Joint Fire District who are, or become contributing members of OPERS.

SECTION 3: The West Licking Joint Fire District's method of payment of salary to employees who are participants in OPERS is hereby modified as follows, in order to provide for a salary reduction pick up of employee contributions to OPERS.

SECTION 4: The total salary for each employee shall be the salary otherwise payable under the West Licking Joint Fire District policies. Such total salary of each employee shall be payable by the West Licking Joint Fire District in two parts: (a) deferred salary and (b) cash salary. An employee's deferred salary shall be equal to that percentage of that employee's total salary which is required from time to time by OPERS to be paid as an employee contribution by that employee, and shall be paid by the West Licking Joint Fire District to OPERS on behalf of that employee as a pick up and in lieu of the OPERS employee contribution otherwise payable by that employee. An employee's cash salary shall be equal to that employee's total salary less the

amount of the pick up for that employee, and shall be payable, subject to applicable payroll deductions, to that employee. The West Licking Joint Fire District shall compute and remit its employer contributions to OPERS based upon an employee's total salary. The total combined expenditures of the West Licking Joint Fire District for such employees' total salaries payable under applicable West Licking Joint Fire District policies and the pick-up provisions of this resolution shall not be greater than the amounts it would have paid for those items had this provision not been in effect.

SECTION 5: The Fiscal Officer is hereby authorized and directed to implement the provisions of this resolution to institute the "pick up" of the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to have their employee contributions paid by their employer.

Mr. King motioned to approve Resolution 2008-09. Mr. Kretzmann seconded. Vote: Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

Resolution 2008-10: THAT THE WEST LICKING JOINT FIRE DISTRICT WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF THE WEST LICKING JOINT FIRE DISTRICT PURSUANT TO IRC SECTION 414(h)(2).

WHEREAS, pursuant to federal and Ohio laws, the West Licking Joint Fire District may "pick up" (assumes and pays) the contributions statutorily required by such elected officials and covered employees to the Ohio Public Employees Retirement System (OPERS) and such individuals will not be required to pay federal and state income taxes on such contributions; and

NOW THEREFORE BE IT ORDAINED BY THE WEST LICKING JOINT FIRE DISTRICT IN LICKING COUNTY, OHIO, THAT:

SECTION 1: Effective June 12, 2008, the full amount of the statutorily required employee contributions to OPERS shall be picked up and paid as a fringe benefit by the West Licking Joint Fire District for each person within any of the classes established in Section 2 herein. This "pick up" by the West Licking Joint Fire District shall be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person within any of the classes established in Section 2 herein. No person subject to this "pick up" shall have the option of choosing to receive the statutorily required contribution to OPERS directly instead of having it "picked up" by the West Licking Joint Fire District or of being excluded from the "pick up." The West Licking Joint Fire District shall, in reporting and making remittance to OPERS, report that the public employees contribution for each person subject to this "pick up" has been made as provided by the statute. Therefore, contributions, although designated as employee contributions, are employer-paid, and employees do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

SECTION 2: The "pick up" by the West Licking Joint Fire District provided by this resolution shall apply to the Fiscal Officer and Administrative Secretary of the West Licking Joint Fire District who are, or become contributing members of OPERS.

SECTION 3: Under the fringe-benefit method of employer pick up, salary is not modified; however, the employer will pay the employees' statutorily required contribution to OPERS.

SECTION 4: The Fiscal Officer is hereby authorized and directed to implement the provisions of this resolution to institute the "pick up" of the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to have their employee contributions paid by their employer.

Mr. King motioned to approve Resolution 2008-10. Mr. Kretzmann seconded. Vote: Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Resolution 2008-11: Reduce Account 1000-110-230-0000 Workers' Compensation, by \$26,500 and increase the following Accounts as noted herein:

1000-120-352-0300	Station 3 Water & Sewer	\$ 1,500
1000-220-318-0500	Training – Fire	\$ 2,000
1000-220-318-0600	Training – EMS	\$ 4,000
1000-220-323-4017	Repairs/Maint – '97 Ford McCoy	\$ 500
1000-220-323-4019	Repairs/Maint – '99 Chevy Blazer	\$ 1,000
1000-220-323-4020	Repairs/Maint – '00 Pierce Saber	\$ 2,000
1000-220-323-4021	Repairs/Maint – '95 KME Ladder	\$ 2,000
1000-220-323-4022	Repairs/Maint – '00 McCoy	\$ 2,000
1000-220-323-4023	Repairs/Maint – '01 Pierce Lance	\$ 2,000
1000-220-323-4024	Repairs/Maint – '01 Ford Cr Vic	\$ 500
1000-220-323-4028	Repairs/Maint – '02 Ford F150	\$ 1,000
1000-220-323-4029	Repairs/Maint – '05 Ford Cr Vic	\$ 500
1000-220-323-4031	Repairs/Maint – '05 Crimson Rescue	\$ 1,000
1000-220-323-4032	Repairs/Maint – '05 Ford McCoy	\$ 1,000
1000-220-323-4033	Repairs/Maint – '06 Pierce E401	\$ 4,000
1000-220-323-4034	Repairs/Maint – '07 Chev Impala	\$ 500
1000-220-323-4035	Repairs/Maint – '08 Ford McCoy	<u>\$ 1,000</u>
TOTAL:		\$26,500

Mr. King motioned to approve Resolution 2008-11. Mr. Kretzmann seconded. Vote: Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes. **Motion carried.**

CHIEF'S REPORT:

Chief Weber reported that Firefighter Dan Alward had a draft presentation of the District's new website. FF Alward stated that Doug Rogers is actually creating the website, and will be giving the District administrative rights. Mr. Rogers will also be providing assistance to FF Alward for approximately six months to a year so that he will learn how to update and/or change website information himself. Chief Weber stated that he had contacted Licking Co. Commissioner Mark Van Buren about the possibility of the County hosting our website, which would save the District money. Mr. King motioned to pay Doug Rogers \$1,500 for his work on the WLJFD website. Mr. Joseph seconded. Vote: Etna – Mr. George, abstain; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, abstain; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes. **Motion carried.** Mr. George stated he abstained because Mr. Rogers is an Etna resident, and had worked on the Etna TWP website.

Chief Weber requested the disposal of surplus equipment. Mr. King motioned to dispose of surplus equipment as noted herein, two (2) CPR mannequins, and eight (8) sets of old turnout gear. Mr. Joseph seconded. Vote: Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

Chief Weber requested the purchase of \$30,000 of equipment for Medic 405 (see attached list), the unit that is being put back into service. Mr. Kretzmann questioned why the Chief did not present an itemized list to the Board so they could review it prior to a motion. Mr. Joseph motioned to approve the purchase of \$30,000 of equipment for Medic 405. Mr. Kretzmann seconded. Vote: Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

Chief Weber stated that he had contacted the Licking County Prosecutor regarding legal representation for the Fire District. The County Prosecutor instructed the Chief to put his request in writing; that a meeting would not be necessary. Chief Weber requested the Fiscal Officer to gather two to three year's worth of legal counsel expenditures (fees, hours, type of service) for the Prosecutor to review. No personnel issues can be handled by the Prosecutor. Chief Weber stated that the time involved will be minimal. Chief Weber will write a letter to the Prosecutor when he receives the expenditures data from the Fiscal Officer.

COMMITTEES' REPORTS:

Buildings & Land Committee – Mr. Kretzmann reported that the Buildings & Land Committee had met in May. Mr. Kretzmann and Mr. Joseph recommended to the Board that the District not work with WDC, the previously approved architect. Both Committee members expressed concerns with WDC, and their difficulties in trying to meet with Christopher Widener. A letter withdrawing the District's offer to have WDC Group design our new station will be sent to Mr. Widener's attention via Certified Mail. The Committee's new recommendation to the Board was to contact their second choice, Kellam Associates of Newark, Ohio.

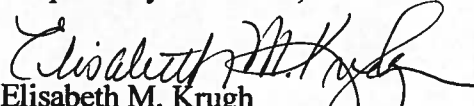
Search Committee – Chief Weber reported that he had contacted *Fire Command Magazine* (the Ohio Fire Chiefs' Association magazine) regarding advertising for the Chief's position. He suggested advertising in that publication, and also in Cleveland and Cincinnati newspapers when the time is appropriate. There was discussion regarding residency requirements, and Mr. Kretzmann stated that the wording can be included. There was also discussion pertaining to the wording "long-term" in the ad and how it can be interpreted differently; long-term for one person may not be long-term for another. Mr. George stated that there would be another Search Committee meeting by the end of the month or first of July.

Mr. Kretzmann requested an executive session to discuss employee compensation. Mr. Kretzmann motioned to go into executive session at 8:00 p.m. to discuss employee compensation. Mr. George seconded. Vote: Kirkersville – Mrs. Mudd, yes; Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

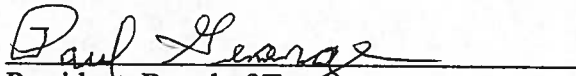
Mr. King motioned to come out of executive session at 8:05 p.m. Mr. Kretzmann seconded. Vote: Pataskala – Mr. King, yes; Etna – Mr. George, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Kirkersville – Mrs. Mudd, yes. **Motion carried.**

There being no further business, Mr. George adjourned the meeting at 8:07 p.m.

Respectfully submitted,


Elisabeth M. Krugh
Fiscal Officer

APPROVED:



President, Board of Trustees

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

Guests present: Assistant Chief Harold Williams, Assistant Chief Ken Mathews, Lt. Garry Keith, Pete Huey, Chad Harrison, Dan Alward