

# WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

June 9, 2011

## Regular Meeting

Derek Myers opened the meeting at 7:01 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.

RECOGNITION OF GUESTS: None

OPEN DISCUSSION: None

### APPROVAL OF MINUTES:

Mr. Kretzmann motioned to approve the May 12, 2011 meeting minutes. Mrs. Sagar seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, abstain. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

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

### APPROVAL OF VOUCHERS:

Mr. Foor motioned to approve warrants 26256 – 26340. Mr. Kretzmann seconded. Vote: Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

### NEW BUSINESS:

#### A. Approval of Purchases

1. None

#### B. Discuss Draft Policies/Procedures

1. Mrs. Sagar motioned to approve the Policies and Procedures as presented to the Fire Board and noted herein: American With Disabilities Act of 1990 Compliance, Affirmative Action, Equal Employment Opportunity Employer, Violence in the Workplace, Incident/Injury Reporting, Applicant and Employee Background Checks, Confidentiality, Immigration Law Compliance, Risk Management, Hiring Practices/Sexual Harassment, and Legal Issues. Mr. Kretzmann

seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes.  
**Motion carried.**

#### CHIEF'S REPORT:

Chief Fulmer reported the following:

- A. June birthdays and anniversaries were recognized.

#### ASSISTANT CHIEF'S REPORTS:

- A. AC Ken Mathews – Nothing to report.
- B. AC Harold Williams reported that all of the Chiefs recently completed and graduated from the nine-month Leadership Class through the Licking County Chamber of Commerce. All officers have completed the Conducting an Internal Investigation training program. The Fire Prevention Officers will be hosting and attending the annual three-day Sprinkler Certification class at Station 1. The EMS/Drug License has been submitted to the Board of Pharmacy, and the District's Medical Director has been changed. The EMS Open House that was held at Station 1 on May 21<sup>st</sup> was well received by the public.

#### FISCAL OFFICER'S REPORT:

Ms. Krugh reported that the 1<sup>st</sup> Half 2011 Real Property Rollback was received from the State of Ohio = \$484,787.83 net.

#### HUMAN RESOURCES REPORT:

- A. Mrs. Metzger advised that she had contacted FF/Medic Errich Taylor regarding the termination of his leave of absence, and he would either have to return to work or officially resign from the District. FF/Medic Taylor chose to resign.

Mr. Kretzmann motioned to accept the resignation of PT/FF Medic Errich Taylor effective June 9, 2011. Mrs. Temple seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

- B. Mrs. Metzger reported that part-time firefighter applicants started physical agility practice last night, and physical agility and written testing will take place on Saturday, June 11.
- C. Mrs. Metzger informed the Board that Kate Earley passed her required background checks and will also take the physical agility test with the part-time candidates on Saturday.
- D. Mrs. Metzger reported that she has met a few times with BC Brad Williams and FF/Medic Tom Barnhill regarding job descriptions, and they are making progress.

IAFF LOCAL 3025: Nothing to report.

COMMITTEE'S REPORTS:

- A. The Labor Management Committee will meet at the Bremen Bank on June 13.
- B. The Building/Land Committee will travel to Liberty TWP in Hamilton County on June 25.

EXECUTIVE SESSIONS:

Mr. Kretzmann motioned to go into executive session at 7:25 p.m. to consider the compensation of a public employee. Mr. Foor seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

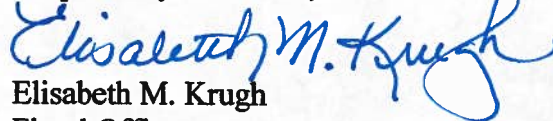
Mr. Kretzmann motioned to come out of executive session at 7:51 p.m. Mr. Foor seconded. Vote: Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

Mrs. Sagar motioned to go into executive session at 7:52 p.m. to consider the purchase of property. Mr. Kretzmann seconded. Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Mr. Kretzmann motioned to come out of executive session at 8:15 p.m. Mr. Foor seconded. Vote: Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

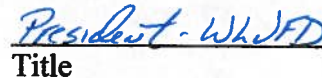
There being no further business, Mr. Myers adjourned the meeting at 8:16 p.m.

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, on-duty Unit 2 Firefighters