

WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

November 12, 2009

Regular Meeting

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

ROLL CALL:

Etna – Richard Knapp (new appointee); Reynoldsburg – Douglas Joseph; Harrison – Larry Kretzmann; Jersey – Derek Myers; Kirkersville – Debi Seymour, absent; Pataskala – Pat Sagar, absent.

RECOGNITION OF GUESTS:

Lt. Evans of the Licking County Sheriff's Department thanked the Board for allowing them to use FF/PAR Troy Lowe as a medic for their SWAT Team. Lt. Evans was complimentary of FF/PAR Lowe, and that his skills and experience in the Armed Forces have proved invaluable to the Sheriff's SWAT Team. He also thanked the Board for the donation of medical supplies.

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mr. Kretzmann motioned to approve the October 8, 2009 regular meeting minutes as presented. Mr. Myers seconded. Vote: Etna – Mr. Knapp, abstain; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

APPROVAL OF BANK RECONCILIATION AND STAR OHIO INVESTMENT STATEMENTS:

Mr. Kretzmann motioned to approve the October 2009 Bank Reconciliation and STAR Ohio Investment Statements. Mr. Knapp seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Etna – Mr. Knapp, yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Kretzmann motioned to approve warrants 24657 – 24710. Mr. Myers seconded. Vote: Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Etna – Mr. Knapp, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

NEW BUSINESS:

A. Appointment of President and Vice-President

- 1) The Board concurred that that it would operate under current administration until FY 2010.

B. Realignment of Committees for FY2009

- 1) Mr. Joseph presented a revised Committees List for the remainder of FY 2009 (copy attached herein).

C. Discuss Formal Recognition of Past President Paul George.

- 1) Mr. Joseph stated that there is no formal policy for a deceased Board member, but that Paul George was worthy of recognition. Chief Fulmer suggested either a picture or plaque in recognition of Mr. George's service to the District. Mr. Knapp suggested a formal resolution, then have it duplicated and presented to Mr. George's family. Chief Fulmer would address this.

D. Approval of Purchases

- 1) No purchases needing approval.

E. Discuss Draft Policies/Procedures

- 1) Update on Photographer – Chief Fulmer stated that he is in the process of finalizing this policy. He spoke to legal counsel regarding this issue, will summarize the information and forward it on to Mrs. Seymour. Chief Fulmer stated that if this continues to be an issue, we can always run this position under the auspices of the Firefighters' Association.

CHIEF'S REPORT:

Chief Fulmer reported that employees who did not attend the staff Records Retention Training meeting are currently viewing the training tape.

Chief Fulmer is currently working on consolidating the 2010 Budget, to make it easier to work with. This should also help to simplify the purchasing process.

The Battalion Chief's new vehicle should be ready to go by the next Board meeting.

Chief Fulmer discussed the possibility of a new logo – something that would be more reflective of what we do and the County. Chief Fulmer advised the Board that not long after he began with the District in April, several firefighters expressed an interest in changing the current logo to reflect a change or new direction. Chief Fulmer requested examples of new logos from the staff, and received several which were then forwarded to all District employees for their feedback and votes of approval. Mr. Joseph inquired how much it would cost to change all of the logos, e.g. shirts, vehicles, everything. Chief Fulmer stated that patches would cost \$1.80, and vehicle decals approximately \$15-\$20. He added that the current logo is not on the vehicles right now. Mr. Joseph stated that he would like to see a cost estimate before proceeding with this.

Chief Fulmer updated the Board on the part-time recruitment process – 31 candidates will be interviewed next Wednesday; 75 individuals applied.

Chief Fulmer stated that many of the firefighters in attendance at tonight's meeting will interview tomorrow for the open position of Temporary Acting Lieutenant. The career position will be posted for 45 days.

Chief Fulmer reported on a complaint that was received from Arc Fitness LLC. He stated this firm has issues at the County level. It is still open with no occupancy permit. The District and FPOs are legally liable. Chief Fulmer has spoken to the owner twice. Judge issued a shut-down order.

November birthdays and service anniversaries were recognized.

FISCAL OFFICER'S REPORT:

Ms. Krugh reported that the State Auditors have begun and completed all preliminary testing for FY 2008, and as of September 30, 2009. The remainder of 2009 will be tested after January 1, 2010, in addition to completing the final review of year-end reports for both fiscal years.

STAR Ohio investments security has been adjusted to allow Acting President Douglas Joseph access to the District's funds in case of emergency, effective October 16, 2009.

Resolution 2009-19: Authorize Acting President Douglas Joseph as second signator for the West Licking Joint Fire District's checking account at the Pataskala Banking Company, effective today's date. Mr. Kretzmann motioned to approve Resolution 2009-19. Mr. Myers seconded. Vote: Jersey – Mr. Myers, yes; Etna – Mr. Knapp, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

Acting President Douglas Joseph must be bonded for the remainder of FY2009. Ms. Krugh has requested a bond for the Acting President from the surety agent.

Mr. Kretzmann motioned to approve bonding Acting President Douglas Joseph for the remainder of FY2009. Mr. Myers seconded. Vote: Etna – Mr. Knapp, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes. **Motion carried.**

Ms. Krugh updated the Board on the status of the District's participation in Park National Bank's CDARS Program. A free checking account has been provided so investment funds can be transferred between STAR Ohio and Park National Bank.

Resolution 2009-20: Authorize Fiscal Officer Elisabeth Krugh to open a checking account at Park National Bank for the purpose of transferring investments between STAR Ohio and Park National Bank. Mr. Kretzmann motioned to approve Resolution 2009-20. Mr. Myers seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Etna – Mr. Knapp, yes. **Motion carried.**

Ms. Krugh further advised that terms and rates have already been established for the District's CDARS investments; the rates increase significantly with longer investment terms. An early withdrawal results in a stiff penalty – the loss of all earned interest on investment. Ms. Krugh requested the Budget/Investment Committee to stay after tonight's meeting to determine which terms are preferable.

COMMITTEES' REPORTS:

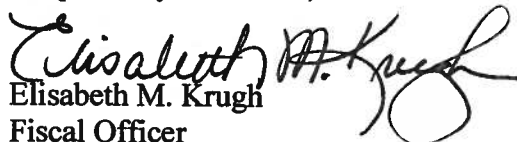
The previous Building Committee (Kretzmann, Joseph, George) had one meeting. Another meeting has been scheduled (revised Committee: Kretzmann, Joseph, Knapp). The Building Committee will continue work on this project for a new fire station.

Mr. Knapp motioned to go into executive session at 7:40 p.m. to consider the appointment, employment, promotion or compensation of a public employee per ORC 121.22, G(1). Mr. Kretzmann seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Jersey – Mr. Myers, yes; Etna – Mr. Knapp, yes. **Motion carried.**

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

There being no further business, Mr. Joseph adjourned the meeting at 8:15 p.m.

Respectfully submitted,


Elisabeth M. Krugh
Fiscal Officer

APPROVED:

Daugh J. Paul
Board of Trustees _____ Vice - President
Title

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

Guests present: Lt. Evans – Licking County Sheriff's Department, AC Ken Mathews, AC Harold Williams, Battalion Chief Brad Williams, on-duty Unit 1 Firefighters.