



## **WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES**

**December 13, 2012**

### **Regular Board Meeting**

Derek Myers opened the meeting at 7:01 p.m., and led the Pledge of Allegiance.

#### **ROLL CALL:**

Jersey – Derek Myers  
Harrison – Mark Van Buren  
Etna – Randy Foor

Kirkersville – Brian Denton  
Pataskala – Mike Fox  
Reynoldsburg – Cornelius McGrady III

**RECOGNITION OF GUESTS:** Darryl Anderson & Becky Vanerst from the State of Ohio MARCS; Chief Jeff Hussey, Granville Township FD; Mayor, Police Chief, and City Project Manager from Pataskala.

#### **OPEN DISCUSSION:**

Frank Harmon with Ohio Insurance Services Agency, Inc. informed the board that the healthcare renewal is coming up on March 1, 2013 and they are starting to plan and work on that. Last year he believes that they had administration make a lot of decisions as to what policy would be brought to the board for their decision but in years past there was a little more involvement with an insurance committee with administration and the union and everyone working together that always worked well too. In meeting with the union a couple weeks ago I guess there wasn't as comfortable a feel last year or as good an understanding of the benefits as in years past when there was a little more involvement and some better communications amongst committee members within the insurance committee. It might be nice for all of us to reconvene and come together as a committee to work on the plan to make sure we get the best absolute plan for the fire district at the lowest absolute cost and make sure everyone understands the benefits that they have. He spoke with Medical Mutual a little bit and they are saying around 8 or 10% and he is going to see if he can get them down to around 5% as far as the renewal. Another thing that he looks at is how the plan is performing. One of the things that was implemented a few years ago was a funding plan that saved some funds on the premium dollars. In 2011 thru the end of the year you expended about \$94,400 and so far through November 2012 we are about \$59,000. So we are about \$35,000 to the good we still have to get through December but this is an encouraging sign. Just wanted to come in front of the board and see what your wishes are and what you want me to do working towards the renewal in March and when you would like to make a decision, I think we might be able to get this thing put to bed early part of January at your meeting if you like.

Mr. Van Buren stated that he would like to see Frank go out and take the time to shop it a little bit just to see if able to get a better quote. Mr. Harmon stated that he may need to do some applications and he may be able to get some shopping done without.

Mr. Van Buren asked if the fund that he was discussing earlier was that where we reimburse the employee. Mr. Harmon stated that yes it was. He stated that what we are doing is buying a little bit higher deductible but for every thousand dollars in deductible that you go up you are saving about 8 – 9 % in premium costs so there is some good saving there. I can probably get United and Anthem to give us quotes without going thru the whole application process.

Mr. Van Buren stated that even if we get United we can get an idea that Medical Mutual is staying competitive. Also, where it says fund limits that is the maximum amount that an individual or family can use? Mr. Harmon stated that yes that is and they can also earn a little bit of extra credit on the wellness too.

He asked if we form a committee of a couple board members and a couple union members. Everyone was in agreement. Mr. Myers and Mr. Van Buren will be on the committee along with Rick Beck and John Singleton on behalf of the union. Will set up a time and let Frank know when it will be.

Ron Tague, Vice President of the Association. Last summer we were granted the use of a retired medic to replace our support truck. Just wanted to let you know the week after Thanksgiving four of us got together for a couple days and spent a lot of hours and transferred everything from one unit to the other and it is all lettered and ready to go and a matter of fact it went on its first run a week ago last night. We just want to thank you for the opportunity to continue to serve you and for the updated unit.

#### **EXECUTIVE SESSION:**

Mr. Fox motioned to go into executive session to discuss pending litigation with legal counsel at 7:09 p.m. Mr. Van Buren seconded. VOTE: Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes. **Motion carried.**

Mr. Fox motioned to come out of executive session at 8:58 p.m. Mr. McGrady seconded. VOTE: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes; Myers – yes. **Motion carried.**

#### **MARCS RADIO PRESENTATION**

Granville Fire Chief Jeff Hussey introduced himself to the board and thanked them for giving him the opportunity to speak with them. He is also speaking on behalf of the Licking County Fire Service, he IS involved with the new 911 center committee, and he is President of Fire Chief's Association. He has become an informal spokesperson for the MARCS efforts that have been going on around our county on the fire side. Darryl Anderson is here and he is the Director of MARCS. Chief Hussey stated that he spent about 25 years of his career working for Franklin County where they use an 800 MHz trunking radio system for public safety that has worked well. They built that system about twenty years ago. The reason he has gotten involved with this is he is very passionate about fixing some of the long standing communication problems in this county. He knows that West Licking has had challenges with communications with Pataskala Police those problems are going on all over this county with

VHS systems that are using technology that is 20 to 30 plus years old and have been unchanged. I would like to break down the problems with the current system into three ways: 1) Signal strength & coverage, 2) System capacity, 3) System technology & monitoring. With more sophisticated radio systems, you have remote monitoring to make sure you know that the sites are up and the radios are still working, that the power is on, that the generator is not malfunctioning. So the radio systems that we are accustomed to using in this county don't have all those features and sometimes we will have a radio tower fail and you won't know that has happened until somebody can't talk to somebody. So a more sophisticated system brings that technology to the table. The perfect solution for the county would be to build an 800 MHz trunking system just like Franklin County did 20 years ago and many communities around the state have done that at the cost of many millions of dollars and I don't think any of us are in the situation to go out and build our own freestanding 800 MHz trunking system. The State of Ohio already has a statewide 800 MHz trunking system and currently has four towers in Licking County; this is what MARCS is. It has been in place for about 12 years. Just last year the state agreed to infuse ninety million dollars into updating this statewide system. This will allow almost unlimited capacity so that hopefully somewhere down the road that public safety responders across Ohio can work off this same platform and quit trying to duplicate and have redundant systems and incompatible systems with each other. With Licking County being a priority county for this upgrade next year, the state is placing a tower in downtown Newark and they are making it a simulcast system. Several of the neighboring communities are almost ready to go to the MARCS system and the new 911 center will be outfitted completely with the MARCS system. The dispatchers will have the ability to talk to everyone.

The Pataskala tower partnership comes at a really great time. The administration from Pataskala has realized that by increasing the height of the tower and the ability to install MARCS equipment in it and solidify the western side of the county with stronger in-building coverage. I think that you should consider this for your budgeting for the upcoming year.

Another unique opportunity that is there right now is that MARCS is partnering with counties to allow some credit for infrastructure improvement so if you partner with them in putting up a tower they will credit you with 50% of the cost of those improvements towards user fees.

Using MARCS system the firefighters would only have to carry one radio that would cover both Licking and Franklin County.

Darryl L. Anderson, Program Director with MARCS State of Ohio presented the board with information concerning applying for funding from Local Government Innovation Fund for the hard cost for the tower which is a 0% interest loan that is repaid over 10 years.

Mr. Anderson stated that Ohio is comprised of 88 counties and 85 of our 88 counties are still in the 20<sup>th</sup> century as far as public safety radio systems and sooner or later we all have to get into the 21<sup>st</sup> century for several reasons and not the least of which is the continued increased demand of our citizens for integrated and literally immediate response. We have that solution - the legislature and the executive branch of the State of Ohio granted us 90 million dollars in this biannual budget capital money to upgrade our current system and when we get this current system upgraded which will be in less than 2 years, and matter of fact we are doing it in Licking County in 2013. We will have the capability to put every police officer, firefighter,

EMS person, every public safety public service first responder on one platform. This will save money by integrating to one system.

Mr. Anderson discussed the history of the MARCS system. There are currently 218 towers states wide.

If you become a MARCS customer there is a \$20 per radio monthly maintenance fee and that covers the cost of maintaining and operating the MARCS system. In Licking County it became obvious to us that we need to make the system better with better coverage. We needed to improve coverage in the downtown Newark area by either retrofitting a tower or build a tower. We are actually building a new tower in downtown Newark.

Mr. Van Buren inquired as to how the Newark tower was being funded.

Chief Hussey stated that the tower funding is part of the new 911 center total budget which is about a \$2.5 million budget. The county is paying for the cost of that project in its entirety.

Mr. Anderson stated that MARCS is partnering with Licking County and they are paying to stand up the tower and paying for the MARCS equipment that is going into the tower. Once that occurs there will be no more maintenance costs or ongoing costs to Licking County for the tower because they turn it over to us and we care for it but it is still owned by Licking County so if cellular providers want to put gear on the tower the income would go to the County. Since that tower cost Licking County \$632,000 they will receive user fee credits of \$316,000 to use over a ten year period.

Mr. Anderson stated that they are also in need of a tower in the southwestern part of Licking County and that is where Pataskala comes in since they have decided to construct a tower and would like to partner with the Fire District.

Mr. Anderson presented the board with several coverage maps that show the in-building coverage and in-street coverage for the county once the installation of the new tower in Pataskala and the tower that will be installed in downtown Newark. He also presented a map that shows in-street coverage currently.

Mr. Van Buren inquired as to why the State couldn't continue to pay for the costs of constructing towers to increase coverage in the state.

Mr. Anderson stated that the state is paying for the cost to maintain the system and upgrade what is needed to meet the needs of the State level users and the new towers will help the local municipalities and entities to increase coverage and abilities to communicate with other first responders in a more timely and efficient manner.

Mr. Anderson inquired if the Chief had the information with him as to how many radios we utilize in the system now.

Chief Mathews stated that if we were to completely transfer to MARCS today it would cost us \$255,000 for the radios.

Mr. Anderson stated that he doesn't know of anyone on the fire side that used their own money to buy all of their radios. The Assistance to Firefighter Grant concept thru the Federal FEMA program has been and continues to be the most lucrative place to get federal funds to do like an 80/20 match.

There was discussion concerning the differences between AEP towers and the State of Ohio towers.

Pataskala has submitted a grant application to LGIF for the hard costs of the tower construction.

Mr. Anderson distributed his business card so that if anyone had any questions he is available.

Mr. Van Buren inquired if the user fee that is currently \$20 per radio would be increasing.

Mr. Anderson stated that they have agreements with Motorola for 24/7 service and upgrading software refreshes and they currently have guaranteed pricing in writing thru 2027 so we know what our largest single outlay is going to be and if we get the increased customer base that we believe we will, that will be able to lower that \$20 fee sometime in the future. The legislature is talking about subsidizing this fee to cover the costs of the State employees. In the past 12 years that we have been in operation the fees have not increased.

Mr. Fox inquired if the Chief had any figures as to what we presently spend on radios in a year's time.

Chief Mathews stated that he did not have that information with him at this time.

Mr. Fox requested the costs of maintaining the current radio system including repairs, so that the board can compare this to the cost of going with the new system.

Mr. Fox and Mr. McGrady will work on getting more information compiled for the board concerning the radio system. They requested that the union's radio committee join with them to gather this information.

#### **APPROVAL OF MINUTES**

Mr. Fox motioned to approve the minutes of the November 8, 2012 Special Board meeting minutes. Mr. Van Buren seconded. VOTE: Myers – yes; Foor – yes; Van Buren – yes; McGrady – yes; Denton – yes; Fox – yes. **Motion carried.**

CORRECTION - for the November 8, 2012 Regular Board meeting minutes: Mr. Van Buren stated that the first sentence of the last paragraph on page 5 needs to reflect that he was referring to the expert witness.

Mr. Fox motioned to approve the minutes of the November 8, 2012 Regular Board meeting minutes as amended. Mr. Denton seconded. VOTE: Foor – yes; Van Buren – yes; McGrady – yes; Denton – yes; Fox – yes; Myers – yes. **Motion carried.**

## **APPROVAL OF FINANCIAL STATEMENTS**

Mr. Fox motioned to approve the November 2012 Bank Reconciliation, STAR Ohio and CDARS investment statements. Mr. Van Buren seconded. VOTE: Van Buren – yes; McGrady – yes; Denton – yes; Fox – yes; Myers – yes; Foor – yes. **Motion carried.**

## **APPROVAL OF VOUCHERS**

Mr. Van Buren motioned to approve November Warrants 27743 to 27752. Mr. Fox seconded. VOTE: McGrady – yes; Denton – yes; Fox – yes; Myers – yes; Foor – yes; Van Buren – yes. **Motion carried.**

**NEW BUSINESS:** None

## **CHIEF'S REPORT**

### Acting Chief Ken Mathews

AC Mathews presented the December Anniversaries and Birthdays.

AC Mathews stated he would like to have the Road Superintendent contact information from each entity for snow removal issues or other safety concerns.

AC Mathews presented the amended Collective Bargaining Agreement concerning the EDOs that need the board's signature tonight. This has all been agreed to and finalized but just need signatures.

AC Mathews informed the board that there is a letter of Commendation for our Prevention Officer Kate Early. This is from Dr. Glen Richey. There are also additional comments on the back of the letter as to how well she taught her classes.

AC Mathews stated that there are two part-time employees Phil Pack and Timothy Clark that have submitted their resignations and one part-time employee Chase McDonald that is requesting a leave of absence.

Ms. Krugh stated that Mr. McDonald had already submitted and received a leave of absence thru June 2012.

AC Mathews stated that Mr. McDonald's regular job changes his scheduled hours so in the winter he is unable to put his hours in at the fire department as he has to work 5 – 8 hour days and then in the spring they change his schedule to 4 – 10 hour days.

Mr. McGrady inquired as to what the current policy is concerning granting a leave of absence.

AC Mathews stated that there is not a written policy.

Mr. Fox inquired what the Chief believes should happen. Is this something the board should allow or not, if a part-time firefighter wants to take multi leaves of absence.

AC Mathews stated that in his opinion it makes scheduling very difficult to have to change scheduling every six months since this not a one-time thing.

Mr. Fox motioned to approve the resignation of part-time employees, Timothy Clark and Phil Pack. Mr. Foor seconded. VOTE: Denton – yes; Fox – yes; Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes. **Motion carried.**

Mr. Fox motioned to deny the request for leave of absence from Chase McDonald. Mr. McGrady seconded. VOTE: Fox – yes; Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes. **Motion carried.**

AC Mathews stated that they are not requesting any large purchases for December 2012.

AC Mathews stated that we did receive a \$500 donation from the Grand Temple Pythian Sisters of Ohio. They did donate \$500 last year also. They did say it could be used for whatever purpose we wished.

Mr. Fox motioned to accept the donation of \$500 from the Grand Temple Pythian Sisters of Ohio. Mr. McGrady seconded. VOTE: Myers – yes; Foor – yes; Van Buren – yes; McGrady – yes; Denton – yes; Fox – yes. **Motion carried.**

## **ASSISTANT CHIEF REPORT**

### Assistant Chief Williams

Acting Chief Ken Mathews stated that AC Williams is on vacation. However, he left a list of things he wanted to present.

Chief Mathews stated the first thing is AC Williams would like the board to appropriate \$5,580 for the service contract on the new equipment that has the Physio Control Lucas devices which is the automatic CPR device. This will cover all four units and the contract in the board's packet.

Mr. Fox motioned to approve the Physio Control Service Agreement for \$5,580. Mr. Van Buren seconded. VOTE: Foor – yes; Van Buren – yes; McGrady – yes; Denton – yes; Fox – yes; Myers – yes. **Motion carried.**

Chief Mathews stated that they have been doing field testing of ECG Units and AC Williams has advised the board previously that some of our units are coming to the end of their life cycles and we will need to replace them. He did apply for the Firefighters' Assistance Grant for \$150,000. We will not know if we will receive it yet. The MEC group which we belong to is looking to do a group buy and will hopefully get a better price on them. He will be asking in February about the purchase of these units.

Chief Mathews stated that one of the crews at Station 3 has been exposed to bedbugs and we had the Medic and the building sprayed within a few hours of the incident. We have done everything possible to avoid bugs going home with anyone.

Chief Mathews stated that MEC system is working on Quality Assurance Performance Improvement program prescribed by Dr. Zeeb, our Medical Director. It has been approved by the MEC organization on December 6<sup>th</sup>. We will be participating in that and there is information concerning that in your packet. This is a self-monitoring program to make sure

everyone's up to grade on following protocols. This program will have people from other departments come to our department and set up competency testing stations and they will evaluate us, and we will do this with other departments as well. This will become standard procedure and all of the medics are up to speed with protocols and our services to the customer. That is all he had.

### **FISCAL OFFICERS' REPORT**

Elisabeth Krugh, Fiscal Officer informed the board that the Manufactured Homes Homestead Rollback in the amount of \$4,256.31 has been received.

Ms. Krugh stated that the Real Property & Manufactured Homes Rollback in the amount of \$493,524.73 was received.

Ms. Krugh stated that the \$1 Mill CD matured on 11/15/12 and she did not reinvest it in CDARS CD program. She feels that it will be needed for the FY2013 Operating Budget. Not sure what the capital expenditures will be as yet.

Ms. Krugh informed the board that \$21,600 was refunded by OP&F for EDO Buyout wage reduction. The buyout was ruled not pensionable and pension contributions were refunded to the F/T Firefighters with the 11/23/2012 pay date.

Ms. Krugh stated that she wanted to update the board concerning the Fiscal Assistant hiring process. There is a memo in their packets. She invited Ms. Donna Hubner to attend the meeting this evening. Ms. Hubner was extended a conditional offer of employment on 10/26/2012, which she accepted on 10/30/2012. The conditional offer was contingent upon the successful completion of the background investigation including polygraph, drug and alcohol testing screening. Ms. Krugh was pleased to report that Ms. Hubner successfully passed all of the necessary requirements. Chief Mathews and Ms. Krugh reviewed Ms. Hubner's personnel file from Obetz. Ms. Krugh also contacted Ms. Hubner's references, who had some very nice, positive comments regarding her accounting experience and work ethic. Based on all of the above, Ms. Krugh recommended that the board hire Ms. Hubner as Fiscal Assistant per the terms of the conditional offer of employment. Ms. Hubner has indicated that she would be available to start on December 17, 2012.

Mr. Fox motioned to hire Ms. Donna Hubner as stated to begin December 17<sup>th</sup>. Mr. McGrady seconded. VOTE: McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes; Myers – yes; Foor – yes. **Motion carried.**

Ms. Krugh administered the oath of office for Ms. Donna Hubner.

Ms. Krugh provided Ms. Hubner with an Employee Manual.

Ms. Krugh stated that Edwynna Freeman, who had accepted our conditional offer of employment as HR Generalist has since rescinded the job offer, so we need to start looking for someone for that position again.

Mr. Foor motioned to repost the HR position. Mr. Van Buren seconded. VOTE: Denton – yes; Fox – yes; Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes. **Motion carried.**



Ms. Krugh stated that she would get the information together for the Personnel Committee about the HR and Fire Chief's positions so the Personnel Committee can review it.

Ms. Krugh inquired as to when the Personnel Committee would like to meet to review this information.

Discussion held. Committee meeting set for December 18<sup>th</sup> at 6:00 p.m.

Ms. Krugh reported that the Salaries Appropriation is out of funds. She requested the following decreases and increases to Appropriations as follows:

- Increase Salaries – Career/Non Union 100 by \$35,000.
- Increase Salaries – Part-time by \$30,000.
- Decrease Salaries – Career/Non Union 101 by \$68,087.66
- Decrease Salaries – Union O/T by \$20,000
- Decrease Sick Leave Payout by \$20,744.88
- Increase Tuition Reimbursement by \$3,000.
- Increase OPERS by \$5,000
- Decrease Social Security by \$1,167.46
- Increase Salaries – Compensatory Time Payout by \$2,000
- Increase OP&F Pension Fund by \$35,000
- Decrease Medical Surveillance by \$5,000
- Increase UAN by \$5,000

Mr. Fox motioned to approve Resolution 2012-18 Supplemental Appropriations as stated herein. Mr. McGrady seconded. VOTE: Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes. **Motion carried.**

## **COMMITTEE REPORTS**

No committee meetings held

## **LOCAL 3025**

Firefighter Brian Palmer inquired as to where the board stands on the promotional process.

Mr. Fox stated that they have not had a Personnel Committee meeting as yet to review the information received from legal counsel.

Firefighter Tom Barnhill updated the board regarding the annual Toy Drive. The Toy Drive raised enough to supply 180 children from 70 families with Christmas presents this year, all within our fire district. Toys will be distributed this Saturday at the YMCA from 9 a.m. until noon. We spent approximately \$9,000 that was donated along with lots of toys.

## **EXECUTIVE SESSION:**

Mr. Fox motioned to go into executive session to discuss employment or compensation of a public employee at 10:43 p.m. Mr. Van Buren seconded. VOTE: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes; Myers – yes. **Motion carried.**

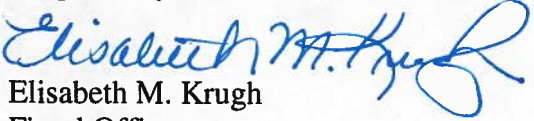
Mr. Fox motioned to come out of executive session at 10:48 p.m. Mr. Denton seconded. VOTE: Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes. **Motion carried.**

Mr. Fox motioned to accept the resignation of Elisabeth M. Krugh, Fiscal Officer who will be retiring effective December 31, 2012. Mr. Denton seconded. VOTE: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Fox – yes; Myers – abstained. **Motion carried.**


The Board members thanked Ms. Krugh for her service to the District.

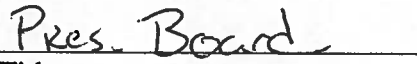
**ADJOURNMENT**

With there being no further business, Mr. Fox adjourned the meeting at 10:50 p.m. Mr. Denton seconded.

Respectfully submitted,  
  
Elisabeth M. Krugh  
Fiscal Officer

**APPROVED:**

  
Board of Trustees

  
Title

*Note: Minutes were transcribed and edited by Fiscal Assistant, Donna Hubner.*

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