



WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

October 11, 2012

Regular Board Meeting

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

ROLL CALL:

Jersey – Derek Myers

Kirkersville – absent

Harrison – Mark Van Buren

Pataskala – Mike Fox

Etna – Randy Foor

Reynoldsburg – Cornelius McGrady

RECOGNITION OF GUESTS: Mark Fishel

OPEN DISCUSSION: None

EXECUTIVE SESSION

Mr. Fox motioned to go into Executive Session at 7:05 p.m. to consider the appointment, employment, dismissal, potential discipline promotion demotion or compensation of a public employee or official, and to meet with legal counsel in regard to pending litigation. Mr. Van Buren seconded. Vote: Myers – yes; Foor – yes; McGrady - yes; Van Buren – yes; Fox - yes. **Motion carried.**

Mr. Fox motioned to come out of Executive Session at 8:11 p.m. Mr. Van Buren seconded. Vote: Foor – yes; McGrady - yes; Van Buren – yes; Fox - yes; Myers – yes. **Motion carried.**

APPROVAL OF MEETING MINUTES

Ms. Krugh stated there are no meeting minutes prepared to present for approval at the meeting tonight.

APPROVAL OF FINANCIAL STATEMENTS

Mr. Van Buren motioned to approve the CDARS investment statement as presented. Mr. Fox seconded. Vote: Van Buren - yes; McGrady - yes; Fox - yes; Foor - yes. **Motion carried.**

ASSISTANT CHIEF REPORT

A. Chief Mathews

Chief Mathews presented the October birthdays and anniversaries.

Chief Mathews presented quotes from Keytel Systems, Affiliated Resource Group and Buckeye Business Solutions for IT Services and Support as requested by the Board during the September Board meeting. We are currently using Keytel Systems on an interim basis but need to select a vendor and sign a contract. Mr. Foor questioned if Keytel is on a month-to-month basis. Chief Mathews and Ms. Krugh answered yes. Chief Mathews stated the Keytel quote is all inclusive, whereas the others incur additional costs.

Mr. Van Buren motioned to approve Keytel Systems, Inc. to provide IT Service and Support at the rate of \$1,350 per month. Mr. Fox seconded. Mr. Van Buren wanted to recognize the Keytel quote is \$200 more a month and has unlimited coverage on all systems, whereas the others charge for every little thing. Mr. Fox asked how Keytel is currently doing. Ms. Krugh responded excellent. Chief Mathews stated that all is going well and Keytel has more experience with fire departments. Keytel also services the MEC dispatching center. Vote: Foor - yes; McGrady - yes; Van Buren - yes; Fox - yes. **Motion carried.**

Chief Mathews stated in the past, we have contracted with a couple of different contractors to remove snow from the parking lots at each Station. This year Chief Mathews presented the cost of that service during the past couple of years along with an alternative option of adding a snow plow and salt spreader to a current fleet vehicle and to do it ourselves. Last year the cost was \$75 per hour plus the cost of salt. Please keep in mind it was a very light winter and the cost for last year was \$2,243.75. The cost for the previous year was \$3,187.25. Mr. Van Buren asked who would operate the plow. Chief Mathews stated we have a few firefighters who have their own plow. If they are on duty, they can do the task. Mr. Van Buren recommended to research the possibility of acquiring salt from Harrison Township or another Township at a cheaper price and then to reimburse the Township instead of buying by the bag. Mr. Foor mentioned it is less than \$50 per ton. Chief Mathews was in favor. Mr. Van Buren wanted to verify we have a current vehicle to put the equipment on. Chief Mathews stated we do have a pick-up truck, it is not the ideal vehicle, but will work. Chief Mathews feels we will get some good use out of the older vehicle and due to its age, it won't hurt the vehicle. Chief Mathews asked for guidance from the Board if they would like to go with an outside contractor or look at acquiring the equipment and handling the snow removal ourselves.

Mr. Fox motioned to approve purchasing a snow plow and salt spreader not to exceed \$6,738. Mr. Van Buren seconded. Vote: McGrady - yes; Van Buren - yes; Fox - yes; Foor - yes. **Motion carried.**

Chief Mathews presented a quote from Graf & Sons to conduct some work on all four overhead doors at Station 3. They need considerable maintenance, weather stripping and damage done to a bottom panel causing it to not close properly. Chief Mathews stated he only acquired one quote. This is the same company we have worked with for many years. We have tried other companies in the past and always return to Graf & Sons due to their service. The total cost is \$1,431 to service all four doors. Mr. Van Buren questioned if they are Overhead brand doors? Chief Mathews answered yes. Mr. Van Buren stated if they have to replace panels, they will have to be bought from Graf & Sons. Graf & Sons is the approved dealer and service provider for Overhead brand doors.

Mr. Van Buren motioned to approve Graf & Sons to conduct the repairs to all four overhead doors at Station 3 in the amount of \$1,431. Mr. McGrady seconded. Van Buren - yes; Fox - yes; Foor - yes; McGrady - yes. **Motion carried.**

Chief Mathews stated the annual hose test was conducted and only five sections did not pass. We are 800 feet short on one truck at this time. Chief Mathews presented quotes from Finley Fire \$4,760; All-American Fire Equipment \$4,379.52; and Warren Fire Equipment \$4,512; to replace the necessary 5" hose. Chief Mathews stated he is only asking to replace the eight sections we are short. All quotes include shipping. Mr. Van Buren inquired about quality. Chief Mathews stated they are all comparable. Mr. Van Buren inquired about availability. Chief Mathew stated he did not inquire on availability but it does take some time to get. Mr. Foor questioned if there would be a reason not to go with the lowest price. Chief Mathews said there should be no reason why not to go with the lowest price. Chief Mathews informed the Board, if they approve the purchase, the budget line item is low on funds so it will have to come out of the Capital Budget.

Mr. Fox motioned to purchase eight 100 foot sections of 5" hose supply from All American Fire Equipment in the amount of \$4,379.52. Mr. Van Buren seconded. Mr. McGrady inquired how this may affect readiness. Chief Mathews stated shortage is on the spare engine. All first run engines are fully loaded. Vote: Fox - yes; Foor - yes; McGrady - yes; Van Buren - yes. **Motion carried.**

Chief Mathews worked with the Union and granted permission for the firefighters to wear pink t-shirts to support Breast Cancer Awareness during the month of October. The Union was able to solicit funds from Licking Memorial Hospital, and the Union kicked in the remainder. The t-shirts were no cost to the District. Chief Mathews stated we have received some good press from the t-shirts.

B. Chief Williams

Chief Williams welcomed new Board member, Mr. McGrady.

Chief Williams presented a list of outdated supplies along with a damaged infant training device that are all needing disposed of. Chief Williams inquired to see about attaining parts to replace the damaged device. The device is about 25 years old, and parts were no longer available about 10 - 12 years ago.

Mr. Van Buren motioned to replace the infant trainer for \$581.38 which includes shipping. Mr. McGrady seconded. Vote: Foor - yes; McGrady - yes; Van Buren - yes; Fox - yes. **Motion carried.**

Mr. McGrady motioned to dispose of the outdated and damaged items as presented. Mr. Van Buren seconded. Vote: McGrady - yes; Van Buren - yes; Fox - yes; Foor - yes. **Motion carried.**

Chief Williams updated the Board regarding the approval of part-time tuition reimbursement for Part-Time Firefighter, John Sforza. The documents do support prior approval was granted by Chief Fulmer. Ms. Krugh addressed the question of his violation of his probationary period.

Mr. Van Buren motioned to table the decision pertaining to tuition reimbursement for Part-Time Firefighter John Sforza until the November meeting. Mr. Fox seconded. Vote: Van Buren - yes; Fox - yes; Foor - yes; McGrady - yes. **Motion carried.**

Chief Williams stated the Lucas devices have been ordered through Violet Township so we can get a group rating. By many MEC agencies going together, we saved approximately \$2,000. We expect delivery in about 30 to 45 days.

Chief Williams reminded the Board of the upcoming Fire Prevention Open House that is scheduled for Saturday and requested the Board select an overall winner from each grade level division.

Chief Williams presented a sample coloring book pertaining to fighting fire and fire prevention that were created with the assistance of Leanne Lesko as a hand-out to children at the Open House. By doing this we were able to personalize it and save some money by printing it ourselves, instead of going out and purchasing books.

FISCAL OFFICER

Ms. Krugh stated the subpoenas were issued on October 4, 2012 as directed.

Ms. Krugh stated the Administrative temporary worker began working with us on October 1, 2012 and has been a helpful addition to the staff.

The first rounds of interviews were conducted for the Fiscal Assistant. A total of four were interviewed and the Personnel Committee has narrowed it down to two to move on to a second interview.

LOCAL 3025

Nothing to report.

COMMITTEE REPORT

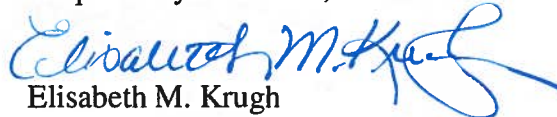
Personnel - Mr. Fox mentioned the District had a tough time receiving applications. There were some individuals who seemed to not be following through. Appointments were scheduled and they either didn't show up or canceled. There is one applicant being highly considered

Mr. Fox, Chief Mathews, Mrs. Metzger and Ms. Krugh are all involved in the selection and interview process of the Fiscal Assistant and HR Generalist positions.

ADJOURNMENT

Mr. Van Buren motioned to adjourn the meeting at 8:51 p.m. Mr. Fox seconded. Vote: Fox - yes; Foor - yes; McGrady - yes; Van Buren - yes. **Motion carried.**

Respectfully submitted,



Elisabeth M. Krugh
Fiscal Officer

APPROVED:


Board of Trustees
Title

Note: These minutes were transcribed by Administrative Assistant, Leanne Lesko. The minutes are unofficial, subject to amendment, until approved by the Fire Board Members.

Guests present: Ron Tague, AC Mathews and AC Williams