



WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

January 10, 2013

Organizational Meeting

Derek Myers opened the meeting at 7:00 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 Compton

Reynoldsburg – Cornelius McGrady III

ELECTION OF OFFICERS:

Mr. Myers asked for nominations from the floor for President. Mr. Foor nominated Mark Van Buren for President. Mr. McGrady seconded.

Mr. Denton motioned to close the nominations for President. Mr. Foor seconded. Vote to close nomination: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Myers – yes; Compton – yes. **Motion carried.**

Vote to elect Mr. Van Buren as President: McGrady – yes; Van Buren – yes; Denton – yes; Myers – yes; Compton – yes; Foor – yes. **Motion carried.**

Mr. Van Buren asked for nominations from the floor for Vice President. Mr. Myers nominated Randy Foor for Vice President. Mr. McGrady seconded.

Mr. Denton motioned to close the nominations for Vice President. Mr. Compton seconded. Vote to close nominations: Denton – yes; Myers – yes; Compton – yes; Foor – yes; McGrady – yes; Van Buren – yes. **Nominations closed.**

Vote to elect Randy Foor as Vice President: Myers – yes; Compton – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes. **Motion carried.**

OPEN DISCUSSION: None

EXECUTIVE SESSION

Mr. McGrady motioned to go into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official at 7:06 p.m. Mr. Denton seconded. Vote: Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes. **Motion carried.**

Mr. Foor motioned to come out of executive session at 8:00 p.m. Mr. Denton seconded. Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. McGrady motioned to approve the December 13, 2012 regular meeting minutes. Mr. Myers seconded. Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**

Mr. Compton motioned to approve the new job description for the Fire Chief. Mr. Myers seconded. Vote: Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes. **Motion carried.**

Mr. Myers motioned to contract with Steve Little for HR services at \$35.00 per hour, for ninety days maximum of 160 hours per month. Mr. McGrady seconded. Vote: Myers – yes; Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Foor motioned to approve the December, 2012 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Compton seconded. Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Myers motioned to approve warrants 27562 - 27837. Mr. Foor seconded. Vote: Denton – yes; Compton – yes; Myers – yes; Foor – yes; Van Buren – yes; McGrady – yes. **Motion carried.**

CHIEFS' REPORT:

A. Acting Chief Mathews reported January birthdays and anniversaries.

B. AC Mathews reported that he has been working with Comp Management and the bargaining unit concerning an injured employee that is able to return to work with restrictions. The majority of this employee's job can be performed at the desk. He can input reports, field phone calls and perform the majority of job duties while staying within the restrictions set by the doctor. Comp Management stated that we can provide restricted duty on a case by case basis. If this agreed upon by the board. He would be on light duty at least until the 31st of January, 2013 when he returns to the doctor to be evaluated.

All of the board was in agreement that this would be a good thing to do.

- C. Assistant Chief Williams reviewed the 2012 Operations reports with the board.
- D. AC Williams informed the board that in February he would have a request for heart monitor purchases. Finishing up survey information and still collecting pricing on these items.

Mr. McGrady inquired about the Human Resource training that is listed on the 2012 Operations report. AC Williams stated that is when we brought a gentleman in to discuss bullying so that we don't have those types of issues, sexual harassment, things of this sort that are necessary.

Mr. McGrady stated this is consideration of others type training.

AC Williams stated that yes this is.

Mr. McGrady inquired as to what is the main purpose for reporting the annual fire losses on this report. AC Williams stated that this is to show the job being done by the firefighters trying to minimizing the amount of damages that are sustained from the fires. Make sure that the equipment gets there in a timely manner. Prevention Officers trying to stop some of the problems before they happen with the training they are performing and trying to get people back into their homes as quickly as possible.

Mr. Foor inquired as to what is the jump in overlapping calls.

AC Williams stated it is just the frequency that we are getting the calls. There really isn't one thing specific for the cause of this.

FISCAL OFFICER'S REPORT:

- A. Ms. Hubner stated for the record that the WLJFD Board of Trustees will hold their regular monthly meetings at 7:00 p.m. on the second Thursday of each month, and as required, this will be legally advertised.
- B. The FY2012 Year-End Reports have been completed. Copies were provided to all Board members in their meeting packets. Legal notice has been transmitted to The Pataskala Standard for publishing.
- C. **Resolution 2013-01 Authorize Fiscal Officer to move money within a Fund on the Object level.** Mr. Compton motioned to approve Resolution 2013-01 as presented herein. Mr. McGrady seconded. Vote: Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**
- D. **Resolution 2013-02 Authorize Fiscal Officer to create Blanket Certificates as needed; with an expiration date not to exceed December 31, 2013.** Mr. Compton motioned to approve Resolution 2013-02 as presented herein. Mr. Myers seconded. Vote Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**
- E. **Resolution 2013-03 Authorize Fiscal Officer to request Licking County Auditor for Tax Advances as available in 2013.** Mr. Myers motioned to approve Resolution 2013-03 as presented herein. Mr. Denton seconded. Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**

- F. **Resolution 2013-04 Appropriate \$1,000 for miscellaneous food purchases to provide food for firefighters and/or FPOs at fire scenes, by presiding Officer's decision.** Mr. Myers motioned to approve Resolution 2013-04 as presented herein. Mr. Foor seconded. Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**
- G. **Resolution 2013-05 Approve Fiscal Year 2013 Temporary Operating Budget.** Mr. Myers motioned to approve Resolution 2013-05 as presented herein. Mr. Denton seconded.
 Discussion concerning Resolution 2013 -05: Mr. Denton inquired about the EMS expenditures and revenues for 2012 versus 2013. Ms. Krugh stated that what is shown is the actual amount received in 2012 and the 2013 revenues are estimated based on the 2012 revenues. Some of the expenditures have been moved from the general fund to the EMS fund based on EMS billing revenues that were received in 2012.
 Mr. Foor inquired if the new engine was included in the capital.
 Ms. Krugh stated that it was included and that was the only item currently there.
 Mr. Foor inquired if the revenue included the amount that was not reinvested.
 Ms. Krugh stated that yes it was included in the 2012 revenues.
 Mr. VanBuren stated that basically for 2013 it shows us bringing in \$9 million and spending \$10 million. So we are a million in the hole.
 Ms. Krugh stated that her projections are through 2015 and you can see what the projections will be by then.
 Mr. McGrady motioned to approve the 2013 Temporary Operating Budget. Mr. Denton seconded. Vote: Foor – yes; McGrady – yes; Van Buren – yes; Denton – yes; Compton – yes; Myers – yes. **Motion carried.**
- H. Ms. Hubner informed the Board that Mr. Van Buren would be bonded as Board President for the time period January 10, 2013 through January 9, 2014.
- I. Ms. Hubner also informed the Board that the bond for the Fiscal Officer is in the process of being administered in the amount of \$250,000 effective January 1, 2013 through January 1, 2014.

Mr. Van Buren presented the 2013 Committee Members list. The Committees' members are as follows:

Audit:	Mark Van Buren - Chairperson Mike Compton Brian Denton
Budget:	Cornelius McGrady III – Chairperson Randy Foor Mark Van Buren
Building/Land Acquisition:	Mike Compton – Chairperson Brian Denton Randy Foor
Personnel (Policies, Job Descriptions, HR, Insurance)	Derek Myers - Chairperson Cornelius McGrady III Mark Van Buren
Labor/Management:	Randy Foor – Chairperson Derek Myers

Mark Van Buren

Records:

Brian Denton – Chairperson
Mike Compton
Cornelius McGrady III

VFF:

Derek Myers – Chairperson
Brian Denton
Mike Compton

IAFF LOCAL 3025:

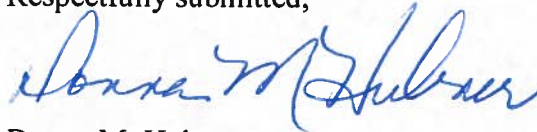
Larry Moon informed the Board that they have received the promotional process back from the Board's legal side and it has been turned back over to the promotional committee for review.

COMMITTEE'S REPORTS:

None.

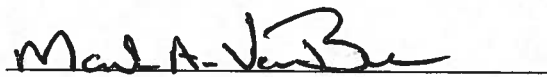
There being no further business, Mr. Van Buren adjourned the meeting at 8:39 p.m.

Respectfully submitted,



Donna M. Hubner
Fiscal Assistant

APPROVED:


Board of Trustees


Title

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