



West Licking Joint Fire District
851 East Broad Street
Pataskala, Ohio 43062

Board of Trustees

MEETING MINUTES

March 14, 2013

Mark Van Buren 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 - Absent

OPEN DISCUSSION: None

EXECUTIVE SESSION:

Mr. Myers motioned to go into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; to discuss pending litigations at 7:02 p.m. Mr. Compton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

Mr. McGrady joined the Board in executive session at 7:21 p.m.

Mr. Compton motioned to come out of executive session at 7:49 p.m. Mr. Myers seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Compton motioned to approve the February 14, 2013 regular meeting minutes. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Foor motioned to approve the February, 2013 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 27928 - 28004. Mr. Compton seconded. Vote: Denton – yes; Compton – yes; Myers – yes; Foor – yes; Van Buren – yes; McGrady – yes. **Motion carried.**

CHIEFS' REPORT:

A. Acting Chief Kenneth Mathews reported March birthdays and anniversaries.

B. AC Mathews informed the Board that he needs to purchase new fire hose. Mr. Myers motioned to purchase the needed fire hose from Finley Fire. Mr. Compton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

- C. AC Mathews informed the Board he had a meeting over at the 911 Center concerning improvement of the radio transmission between the 911 Center and the District. The connection between the new 911 Center and our repeater would cost approximately \$6,000.00 to install a fiber optic line and a switch gear plus \$620.00 per month maintenance fee. They are proposing to run a fiber optic line from the new 911 Center to our repeater to give them greater transmission capabilities for our area. This is for informational purposes at this time. This is a proposal that the 911 Center approached us with. AC Mathews does not recommend going thru until he is able to do more research.
- D. AC Mathews stated the City of Pataskala's loan was approved for the construction of the MARCS tower. AC Mathews stated the cost to convert to MARCS radios is approximately \$133,000.00 for the radios. That is for 18 mobile and 11 portable radios. Mr. Compton informed the Board that Pataskala was approved for the 0% interest loan to construct the 170' tower. That is a \$225,000.00 loan with a \$25,000.00 match to be repaid over 10 years. This will cover the site development, tower, and building. MARCS is to provide the equipment. Mr. Foor inquired as to when the job would award. Mr. Compton stated that the bids are due in April or May. Mr. Van Buren inquired if the Board wanted to form a committee to find out the answers to questions the Board is having. Mr. McGrady stated he would be happy to be on the committee. Mr. Myers stated he would be on the committee with Mr. McGrady. Mr. Van Buren stated that they should contact the Radio Committee for the Union about the committee. Mr. Compton stated he would inform Pataskala that the Board is in the process of finding out information and will let them know when a decision is made.

Human Resources Update:

- A. AC Mathews informed the Board the information they requested regarding the Fiscal Officer Salary Survey has been included in the Board Packet for their review. Mr. Van Buren stated that everyone should review the information for the next meeting.
- B. AC Mathews informed the Board the SERB Health Care Survey has been submitted.
- C. AC Mathews informed the Board Part-time Firefighter Eric Grady submitted his resignation. Mr. Foor motioned to accept the resignation effective February 15, 2013 of Firefighter Eric Grady. Mr. Compton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**
- D. AC Mathews informed the Board the draft for the Maintenance Technician job description is included in the packet for them to review. Mr. McGrady inquired if there was a projected salary range for the position. AC Mathews stated the amount on the State job description was \$14.85 to 16.35 per hour.
- E. AC Mathews informed the Board that the probationary period for Part-time Firefighters T. Collins & B. Dutton is up, their evaluations were good and he recommends taking them off of probation. Mr. McGrady motioned to remove Part-Time Firefighters T. Collins & B. Dutton from probationary status. Mr. Compton seconded. Vote: Denton – yes; McGrady – yes, Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**
- F. AC Mathews stated Red Cross sent a Thank you for the blood drives that were held in 2012.

ASSISTANT CHIEFS' REPORT:

- A. Assistant Chief Harold Williams stated Drug & Alcohol Training is scheduled on March 19, 2013 for supervisors. It is a two hour class that begins at 9:00 a.m. If anyone on the Board needs to have someone

in their township attend the training, they are more than welcome to attend. There will be no cost involved to the entity.

- B. AC Williams informed the Board because of The Sequester, Medicare has cut all payments by 2% and to expect delays on reimbursements.
- C. AC Williams informed the Board that he included in their packets reviews of the ECG Monitors from our staff that has been field testing three different distributors of the ECG Monitors. All three distributors are part of the State Co-op so the District does not have to go out for bid on these items. The staff overwhelmingly ranked the Physio-Control monitors highest. By going with their monitors they will give us a trade-in price reduction and by doing a group purchase it will give us a savings of approximately \$55,000. It will take between 30 and 45 days to receive them once they are ordered. The pricing is good through April 12, 2013. AC Williams stated he would like to place the order by April 1, 2013. Mr. Compton motioned to purchase the ECG Monitors from Physio-Control. Mr. Myers seconded. Vote: Denton – yes; McGrady – yes, Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

FISCAL OFFICER'S REPORT:

- A. Donna Hubner, Fiscal Officer updated the Board concerning the payments that were made during 2012 to the Licking County Prosecutor. The total amount paid to them was \$1,860.00 of which \$380.00 was for the review of the Med3000 contract in which was done in 2011 and the balance was for policy reviews and miscellaneous legal questions. Mr. Foor motioned to approve the contract with the Licking County Prosecutor as presented to the Board for a three month time frame at the cost of \$80.00 per hour. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes, Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**
- B. Mr. Van Buren stated that the Board should approve the renewal of the benefits with Ohio Insurance Services Agency, Inc. for the current policy period. Ms. Hubner stated there was no increase in the premium and the benefits remained the same as the previous year. Mr. Myers motioned that the Board approve the renewal with Ohio Insurance Services Agency, Inc. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes, Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

COMMITTEE REPORT:

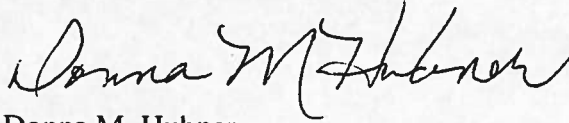
Building Committee – Mr. Compton reported to the Board concerning the tour of the stations that he and Mr. Denton took with AC Mathews. Mr. Compton discussed with the Board issues concerning the exterior and interior of Stations 2 & 3 that need either repaired or updated. Board members need to take a look at the two stations to decide which items need to be repaired when. The Board requested that AC Mathews prioritize the list as to what order the repairs need to be completed in.

Mr. Van Buren suggested that the April Board Meeting be held at Station 3. All Board Members concurred.

April's Board Meeting will be held at 7125 Mink St. Pataskala, OH.

There being no further business, Mr. Van Buren adjourned the meeting at 9:14 p.m.

Respectfully submitted,



Donna M. Hubner
Fiscal Officer

APPROVED:

Michael A. Dan Burren
Board of Trustees

President Board
Title

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