



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

*Board of Trustees*

## MEETING MINUTES

October 10, 2013

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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 – absent

Pataskala – Mike Compton

Reynoldsburg – Cornelius McGrady III

### OPEN DISCUSSION:

Don Vocca, Mike Erichsen, and Charles Caldwell from the American Legion Post 107 inquired from the Board about the possibility of holding their monthly meetings at the old station on Jefferson St. They stated they are in need of a permanent location to hold their monthly meetings and store their flags and filing cabinet. Their monthly meetings are held on the second Tuesday at 7:30 p.m.

Mr. McGrady inquired if they have insurance. They stated they are currently working on obtaining quotes from different agencies.

Mr. McGrady inquired if they had a different location to store their weapons. They stated they did.

Mr. McGrady motioned to permit the American Legion Post 107 to use the old station to hold their monthly meetings and store their equipment. Mr. Myers seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

Brian Denton joined the meeting at 7:07 p.m.

### APPROVAL OF MINUTES:

Mr. Myers motioned to approve the September 12, 2013 Regular Board Meeting minutes. Mr. Foor seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

Mr. Compton motioned to approve the September 2013 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

### APPROVAL OF VOUCHERS:

Mr. Compton motioned to approve warrants 28494 - 28557. Mr. Foor seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

### CHIEFS' REPORT:

A. Acting Chief Ken Mathews reported the concrete work at Station 3 is underway. The floor in the bay has been poured and they are working on the outside sections now.

- B. AC Mathews informed the Board Station 3's fuel tank is finally in and up to code.
- C. AC Mathews informed the Board the performance bond and invoice has been received from Sutphen for the new engine.
- D. AC Mathews reported October birthdays and anniversaries.
- E. AC Mathews informed the Board he received a Sincere Thank You from the Parr Family for the assistance the District has given with their father, Wayne Parr.
- F. AC Mathews informed the Board the Fire Prevention Open House was this past Saturday and there was over 100 children that participated in the safety activity stations.

Mr. Compton stated the hands on activities were really nice. He thought it was the best open house yet. Hats off to everyone.

**ASSISTANT CHIEFS' REPORT:**

- A. AC Williams informed the Board the Handling Difficult Citizens Training instructor had to undergo surgery today so the training originally scheduled for tomorrow has been postponed.
- B. AC Williams informed the Board he has been approached by 2 Unit to conduct the 2014 Paramedic Refresher instruction in house. This will save the District approximately \$6,000.00 by doing so.
- C. AC Williams informed the Board in their packet is a proposal from Ferno for cot replacements on the Medics. This proposal is to replace all five cots at a cost of \$23,745.00. Ferno is the only company that makes the cot that converts into a chair and with the demographics of the District it is imperative that we continue using the Ferno-Washington Model 28.

Mr. Myers motioned to purchase 5 Ferno-Washington Model 28Z Cots for a total cost of \$23,745.00. Mr. Compton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

- D. AC Williams informed the Board that on Tuesday, October 8, 2013 he received notice from MED3000 concerning the Medicare Services Ambulance Inflation Factor (AIF) for calendar year 2014 has been approved it is a 1% rate increase for EMS services. This does need Board approval to go into effect.

Mr. Myers motioned to approve the 1% rate increase effective January 1, 2014 for all EMS services that are billed through MED3000. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

- E. AC Williams presented to the Board, the Run/Incident Activity Reports. September 2013 activity report is printed on white paper. The year to date stats printed on pink.

**HUMAN RESOURCES REPORT:**

- A. Steve Little, HR Consultant presented to the new Organizational Structure chart which reflects the changes that were requested along with the changes to the Human Resource Technician position and the Administrative Assistant position. Mr. Little reviewed the changes for those two positions.

B. Mr. Little informed the Board we have meet with Burnham & Flowers Insurance Agency and Ohio Insurance Services concerning quotes for health insurance.

Mr. Little informed the Board, we have a meeting with The Ohio Plan on October 15, 2013 at 11:00 a.m. to discuss their insurance plans.

C. Mr. Little informed the Board, there are three Part-time Firefighters who have not maintained the required hours per month and have been sent notices. If they do not schedule at least 24 hours for November, 2013 then the termination process may begin.

**FISCAL OFFICER'S REPORT:**

Donna Hubner, Fiscal Officer informed the Board she has completed CPIM training for 2013 and she spoke during the opening session concerning the District's positive experiences with Star Plus.

**LOCAL 3025:**

No report.

**COMMITTEE REPORT:**

Mr. Van Buren stated earlier this year he had informed Ms. Hubner he wanted to have the 2014 Permanent Budget adopted prior to the end of 2013. Mr. Van Buren would like the Budget Committee to schedule a meeting to discuss the budget. Ms. Hubner stated Mr. McGrady is the Chair of the Budget Committee along with Mr. Foor and Mr. Van Buren. Discussion among the Committee members concerning a date and time to hold the meeting. Mr. McGrady stated the meeting will be on November 14, 2014 at 6:00 p.m., one hour prior to the Regular Board Meeting.

Mr. Compton motioned for West Licking Joint Fire District enter into an agreement with the City of Pataskala concerning the MARCS tower construction with radio credits, 50% revenue until investment is repaid and a five year, no-interest loan with equal installments paid annually. Mr. Myers seconded.

Mr. McGrady inquired as to why it wasn't in writing. Mr. Compton stated the City had just voted on it.

Mr. McGrady motioned to amend the motion to include a cap on the investment at \$90,000.00. Mr. Denton seconded. Vote: Denton – yes; Mr. McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

Vote on motion as amended: Denton – yes; Mr. McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

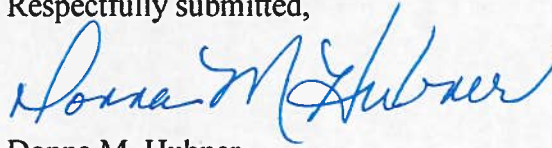
**EXECUTIVE SESSION:**

Mr. McGrady motioned to go into executive session to consider the employment, dismissal, discipline or demotion of a public employee and to discuss pending litigation. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.** The Board went into executive session at 8:00 p.m.

Mr. Foor motioned to come out of executive session at 8:54 p.m. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 8:57 p.m.

Respectfully submitted,



Donna M. Hubner  
Fiscal Officer

APPROVED:

  
Board of Trustees

President Board 11-15-13  
Title

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