



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

Board of Trustees

MEETING MINUTES

September 12, 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:

Mr. Myers inquired if the District had a contract with the Licking County Prosecutor. Stated the District does. Mr. Myers stated he has been searching through the ORC and has found where the Legislative Authority has a right to appoint a representative to the Board but has not found where the Legislative Authority has a right to tell the appointee how to vote. Mr. Myers would like the District to inquire about the right to vote and questions about how the District's taxes can be abated when the District is not at the table.

Mr. Myers motioned for the Licking County Prosecutor's Office to ask the Ohio Attorney General if - 1.) Can an entity tell an appointed person if they can or cannot vote on an issue?, 2.) Can an entity tell an appointed person how to vote on an issue?, 3.) Can an entity pull an appointee off of a Board without cause? Mr. Foor seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned for Licking County Prosecutor's Office to ask the Ohio Attorney General where in the Ohio Revised Code it states the Fire District does not have a right to sit at the table when it comes to abating taxes on a parcel of land. Mr. Denton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

EXECUTIVE SESSION:

Mr. Compton motioned to go into executive session to discuss pending litigation. Mr. Myers seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.** The Board went into executive session at 7:15 p.m.

Mr. Denton motioned to come out of executive session at 7:55 p.m. Mr. Compton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Myers motioned to approve the July 31, 2013 Special Board Meeting minutes. Mr. Denton seconded. Vote: Denton – abstain; Van Buren – yes; Foor – abstained; Compton – yes; Myers – yes. **Motion carried.**

Mr. Foor motioned to approve the August 8, 2013 Regular Board Meeting minutes. Mr. Compton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Myers motioned to approve warrants 28420 - 28493. Mr. Foor seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

CHIEFS' REPORT:

A. Acting Chief Ken Mathews reported Engine 403 is back in service from having the engine overhauled but there is a leak in the water tank so it will be out of service for a few more days. The tank has a lifetime warranty to cover the parts and labor for the repair.

B. AC Mathews informed the Board he received three proposals concerning the concrete work at Station 3 that are included in the Board packet. The three companies are Gaddis & Sons, Fred Robinson & Associates, and Claggett & Sons. Mr. Van Buren inquired what the pleasure of the Board was.

Mr. Denton motioned to hire Fred Robinson & Associates to complete the concrete work at Station 3. Mr. Myers seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

C. AC Mathews reported September birthdays and anniversaries.

D. AC Mathews informed the Board he was approached about renting out the north bays at the shop for an auction. AC Mathews informed them that he would have to get Board approval to do so. AC Mathews stated he did contact the District's insurance company and they informed him that he would need to get a certificate of insurance naming the District as an additional insured and have them sign a hold harmless agreement. AC Mathews stated he really doesn't want to start doing this but will go with what the Board wishes. All members of the Board concur that they do not want to get into the rental business.

E. AC Mathews informed the Board the Fire Prevention Bureau would like to purchase Safety House Education Program supplies to include pencil kits and fire hats. The total cost is \$5,925 which is over AC Mathews limit of \$5,000.

Mr. Denton motioned to spend \$5,925.00 to purchase the supplies requested for the Safety House Education Program. Mr. Compton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

F. AC Mathews informed the Board the Engine Committee has the proposals and would like to present them to the Board. FF Dan Alward presented for the committee. FF Alward introduced Lt. Bryan and FF Jones. FF Alward went through the proposal packet and the Committee's recommendation. They are recommending the purchase of a Sutphen engine. FF Alward stated that with payment in full the price for the engine would be \$458,765.65 this is the least expensive price of the three trucks that were spec'd. Lt. Bryan stated that he liked how the compartments were made and the six man cab. FF Alward stated that this price does not include the small equipment necessary to fully equip the engine.

Chief Mathews stated it will take 7-9 months to build the engine. Therefore the cost of the small equipment can be taken from next year's budget. Discussion concerning various options available for the engine that the committee opted not to place on the truck. The Board inquired if there was something that wasn't put into the bid package that the Committee would want on the truck. Lt. Bryan stated he would prefer better hand tools and small equipment for the engine.

Mr. Myers motioned to purchase the Sutphen engine at price of \$458,765.65. Mr. Compton seconded. AC Mathews stated the Board will need to decide who will enter into the contract and if going to pay up front as that is what the pricing listed calls for. Sutphen issues a performance bond to the District to cover the price of the engine. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

Mr. Foor motioned to allow AC Mathews to enter into the contract with Sutphen for the new engine and to pay for the equipment upfront. Mr. Denton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

Mr. Myers thanked the Engine Committee for all their hard work.

- G. AC Mathews informed the Board in their packet is the Apparatus replacement cycle for the District. The 15 year replacement only pertains to engines, ladders and rescues.

ASSISTANT CHIEFS' REPORT:

- A. AC Williams stated he spoke with the insurance company and they will cover the cost of the flu shots.
- B. AC Williams informed the Board the class they requested scheduled is set up for October 11, 2013. Mr. Van Buren inquired what the cost of the training would be. AC Williams stated it will be approximately \$400.00. Mr. Compton inquired who would be required to attend. AC Williams stated the Staff Officers and the Fire Prevention Bureau.

AC Williams informed the Board the Fire Prevention Open House is scheduled for October 5, 2013 from noon until 3:00 p.m. AC Williams stated that they will need \$400.00 for food and drinks. Mr. Myers motioned to allocate up to \$400.00 for food and drinks for the Open House. Mr. Foor seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

- C. AC Williams informed the Board FF Troy Lowe has a patent pending for a safety product and would like to have the Board's permission to utilize the Fire District's name and logo on advertising showing he is an actual employee of the district.
- D. AC Williams informed the Board Kate Earley is working on her Fire Safety Engineering degree and she made the Dean's List this past semester.
- E. AC Williams informed the Board the email provided to them this evening is concerning a run from the wife of the patient. AC Williams read the last paragraph of email out loud.

" I wanted to extend a note of gratitude for the services from Mark, Dan and Brandon. A simple thank you does not come close to expressing how appreciative I am of their services, assistance and lifesaving tactics. This may have been a typical day for them, but for us – It was not. I view them as a key factor making a difference in his life, my life and the life of our entire family.

Please feel free to share this incident as an example of how critical response time is for those that are dependent on services. As noted above, had the paramedics arrived a few minutes later, due to lack of resources or availability of services- our situation would have been completely different. All of my contact information is below, should you need to contact me for any purpose – I will forever be grateful

for the services and work performed by your team. I am attaching a picture of our family for reference. Forever Grateful, Sherry Stone”

- F. AC Williams informed the Board he facilitated a meeting between FF Moon and Dr. Zeeb. FF Moon stated that the issues are still under review and Dr. Zeeb provided him with the ORC statues but no decision has been made as to how long the recordings are going to be out there for review.

HUMAN RESOURCES REPORT:

- A. Steve Little, HR Consultant informed the Board Part-Time Firefighter Gregory Haynes has not scheduled any time for September or October. Mr. Denton motioned to terminated FF Gregory Haynes. Mr. Myers seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**
- B. Mr. Little informed the Board for the Lieutenant Promotional Process testing process and interviews are completed but the final results have not been posted.
- C. Mr. Little informed the Board in his opinion the Administrative Assistant and the HR should report to the Board and will present an Organizational Structure chart to the Board at the next meeting.
- D. Mr. Little informed the Board on September 24, 2013 at 9:30 a.m. and 1:30 p.m. he will be attending meetings concerning health insurance renewal.

FISCAL OFFICER’S REPORT:

- A. Donna Hubner, Fiscal Officer presented Resolution 2013-08 Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor. Mr. Myers motioned to adopt Resolution 2013-08. Mr. Compton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**
- B. Ms. Hubner informed the Board it is renewal time for the liability and property insurance through the Ohio Plan. The renewal premium is \$47,921.00. Mr. Myers motioned to renew the Ohio Plan policy at a premium of \$47,921.00. Mr. Compton seconded. Vote: Denton – yes; Van Buren – yes; Foor – yes; Compton – yes; Myers – yes. **Motion carried.**

LOCAL 3025:

FF Tom Barnhill informed the Board Local 3025 will be hosting an adult softball tournament fund raiser on Saturday, October 12, 2013.

Mr. Van Buren motioned to accepted Pataskala’s proposal concerning the MARCS tower construction that states the District will pay \$90,000.00 in construction costs and the District will receive \$45,000.00 in radio user fee credits and if space is ever rented on the tower we would receive half of the rental fees until the District recovered the original \$90,000.00. Mr. Myers seconded.

Discussion: Mr. Myers inquired where we are with getting the radios programmed. AC Mathews stated that 9 portables have been programmed for the MARCS system. BC Magers stated that currently 904 isn’t fully monitoring the MARCS system until the new 911 center is open and fully operational.

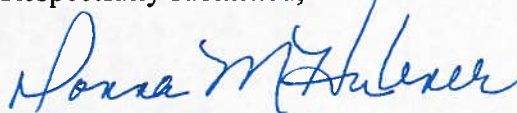
Vote: Denton – yes; Van Buren – no; Foor – no; Compton – abstained; Myers – yes. **Motion failed.**

Ron Tague from the Association inquired of AC Williams if he is requesting the support trucks to be at the Fire Prevention Open House. AC Williams stated he was not organizing it and wasn't sure what was being done but would find out.

Mr. Compton extended an invitation to everyone to attend the Pataskala Antique Power Show, September 27, 28, 29, 2013.

There being no further business, Mr. Van Buren adjourned the meeting at 9:17 p.m.

Respectfully submitted,



Donna M. Hubner
Fiscal Officer

APPROVED:


Board of Trustees

10-10-13
Title

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