



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

*Board of Trustees*

## MEETING MINUTES

February 13, 2014

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Mark Van Buren opened the meeting at 7:00 p.m., and Mr. Foor led the Pledge of Allegiance.

### ROLL CALL:

Jersey – Derek Myers

Harrison – Mark Van Buren

Etna – Randy Foor

Kirkersville – Brian Denton

Pataskala – Tim Hickin

Reynoldsburg – Cornelius McGrady III

### OPEN DISCUSSION:

### EXECUTIVE SESSION:

Mr. McGrady motioned to go into executive session for the purpose of meeting with attorneys concerning disputes involving the District which are the subject of pending court action and to consider the appointment, employment and/or the investigation of charges or complaints against a public employee. ORC 121.22(G) (1) and (3). Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.** The Board went into executive session at 7:03 p.m.

Mr. Myers motioned to come out of executive session at 8:50 p.m. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

### APPROVAL OF MINUTES:

Mr. Myers motioned to approve the January 9, 2013 Regular Board Meeting minutes. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to approve the January 16, 2013 Special Board Meeting minutes. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

Mr. Myers motioned to approve the January 2014 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

### APPROVAL OF VOUCHERS:

Mr. McGrady motioned to approve warrants 28796 - 28861. Mr. Van Buren seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

### CHIEFS' REPORT:

A. Acting Chief Ken Matthews informed the Board the cost of the loose equipment needed for the new engine will be \$61,164.00. The reason for the increase over the original pricing is due to new standards for the SCBA packs and the manufacturing and installation of all necessary brackets for the equipment.

Mr. Denton motioned to purchase all loose equipment, and mounting of all equipment including brackets and labor at a cost not to exceed \$61,164.00. Mr. Foor seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

- B. AC Mathews presented to the Board proposals to refurbish the Grass Fire Truck. This would update the truck with a new tank, pump and plumbing. It would also be beneficial to install a Class A foam system and add new compartment space to ensure the unit is current with new standards. The lowest and best bid is \$9,993.00 and this is from the company that originally built the Fire Truck.

Mr. Hickin motioned to refurbish the Grass Fire Truck at a cost not to exceed. Mr. Myers seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

- C. AC Mathews informed the Board the Union is requesting the Board to purchase a new rowing exercise machine at a cost of \$849.00 to be installed at Station 2.

Mr. Van Buren inquired if it is good quality. FF Barnhill stated it is a top of the line machine.

Mr. Foor motioned for the Board to purchase a new rowing machine to be installed at Station 2 for a cost not to exceed \$849.00. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

#### **ASSISTANT CHIEFS' REPORT:**

- A. AC Mathews informed the Board that AC Williams is out ill.
- B. AC Mathews informed the Board Firefighter Ginger Miller completed Fire Safety Inspector class; Firefighter Troy Lowe completed Officer training, and Fire Prevention Officer Kate Earley article was published on lockdown situations and barricades.

Mr. Foor congratulated all three individuals.

#### **HUMAN RESOURCES REPORT:**

- A. Steve Little, HR Consultant informed the Board that interviews were conducted for part-time positions. Eight individuals were interviewed and four scored comparable to last group to qualify for a second interview.
- B. Mr. Little presented the new table of organization.

Mr. Denton motioned to adopt the new Table of Organization dated 2-13-2014. Mr. Myers seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to establish the position of Administrator and authorize advertising for position at \$38.00 per hour. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to approve the Administrator position description. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to approve the Fire Chief position description. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**  
Mr. Myers motioned to approve the Fiscal Officer position description. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to approve the Administrative Assistant position description. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to appoint Steven Little as interim Administrator pending the filing of the position on a permanent basis. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

- C. Mr. Little discussed with the Board concerning the Labor Management Committee meeting and the grievance resolution that states that FLSA allowed the inclusion of longevity buy-out and the pay rate is calculated based upon a single rate formula.

Mr. Foor motioned to accept the Grievance resolution. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to reinstate David Fulmer effective February 17, 2014. Mr. Foor seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to place David Fulmer on paid Administrative Leave effective February 17, 2014. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to authorize Steve Little to retain an individual to investigate the conduct of David Fulmer in accordance with the Ohio Revised Code. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes; Myers – yes. **Motion carried.**

#### **LOCAL 3025:**

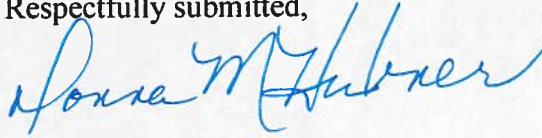
Larry Moon stated the Toy Drive was a huge success again this year. FF Daniels was also able to help out Truro Township and Millersport Fire Departments with toys. The Toy Drive raised approximately \$10,000.00.

#### **COMMITTEE REPORT:**

#### **OPEN DISCUSSION – BOARD COMMENTS**

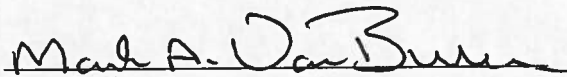
There being no further business, Mr. Van Buren adjourned the meeting at 9:28 p.m.

Respectfully submitted,



Donna M. Hubner  
Fiscal Officer

APPROVED:

  
Board of Trustees

Resident Board  
Title

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