



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

Board of Trustees

MEETING MINUTES

May 8, 2014

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

ROLL CALL:

Jersey – Derek Myers - absent
Harrison – Mark Van Buren
Etna – Randy Foor

Kirkersville – Brian Denton - absent
Pataskala – Tim Hickin
Reynoldsburg – Cornelius McGrady III

OPEN DISCUSSION:

Craig Nicodemus with Free Spirit Karate is requesting to use the training room on Monday evenings from 6:30 p.m. till 8:00 p.m. from June 2, 2014 until the start of the school year. He has five students that he instructs and during the school year they meet at Pataskala Elementary. He has utilized the training room for the past two years. Mr. Nicodemus stated that each student is required to sign a waiver of liability and he can provide those as well as an insurance certificate from the company.

Mr. Denton joined the meeting at 7:02 p.m.

Mr. Foor motioned to allow Mr. Nicodemus to utilize the training room on Monday evenings from 6:30 p.m. until 8:00 p.m. from June 2, 2014 thru August 2014. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

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. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.** The Board went into executive session at 7:09 p.m.

Mr. Denton motioned to come out of executive session at 8:12 p.m. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Foor motioned to approve the April 10, 2014 Regular Board Meeting minutes. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

Mr. Hickin motioned to approve warrants 5000 - 5068. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

ADMINISTRATOR REPORT:

- A. Interim Administrator Steven Little informed the Board he would like approval to hire six new part-time firefighter/medics.

Mr. McGrady motioned to hire part-time firefighter/medics as needed. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

- B. Mr. Little informed the Board he sent the MARCS contract to the Prosecutor's office and have also given them a copy of Pataskala's contract with MARCS and we should have their opinion within the next few days.

- C. Mr. Little informed the Board the Promotional Process – Battalion Chief Policy is in their packet for adoption tonight. Mr. Little stated that it is similar to the Lieutenant Promotional Process with the addition of several items that were found to be missing from the Lieutenant Promotional Process.

Mr. McGrady motioned to give the Administrator the authority to move forward in the promotional process of the Battalion Chief. Mr. Hickin seconded.

Firefighter Larry Moon informed the Board that the Union will be writing an MOU to change the current contract as there is a conflict with the Timeline section third line.

Mr. Foor motioned to amend the original motion to authorize an MOU from the union concerning the Timeline section of the Battalion Chief Policy. Mr. Hickin seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

Roll call vote on the motion as amended: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

- D. Mr. Foor motioned to schedule the disciplinary hearing for June 3, 2014 at 6:00 p.m. with June 5, 2014 as a backup date. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

- E. Mr. Denton motioned to authorize Mr. Van Buren to issue subpoena for the upcoming disciplinary hearing. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

- F. Mr. Little informed the Board Karl Eash has tendered his resignation for his part-time position with the Fire District.

Mr. Foor motioned to accept Karl Eash's resignation. Mr. Denton seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

- G. Mr. Little informed the Board Brandon Dutton is requesting up to a one year leave of absence. He has been hired full-time by the City of Columbus Fire Department and will be reporting to the Fire Academy for Training beginning June 9th. He has worked for the department for the past two years and would like to continue after he has completed his training.

Mr. Denton motioned to allow Brandon Dutton a nine month leave of absence. Dies lack of a second.

CHIEFS' REPORT:

- A. Acting Chief Ken Mathews informed the Board he has placed a photo of the new engine with their packet this evening. The engine is finished and going to Fire Marine Co to have the mounting brackets installed for the equipment.

Mr. McGrady inquired as to which Station this engine was going to. AC Mathews stated it was going to Station 3. Mr. Hickin inquired when the new engine would be in service. AC Mathews stated close to the end of May.

- B. AC Mathews presented the Board with a proposal for a new engine at Station 2. Station 2 worked on the specifications for this engine. It is similar to the engine that was just received with the height being shortened due to the door height at Station 2. Inquired if only one bid was obtained. AC Mathews stated that this was created from the state bid schedule so he did not request bids from any other manufacturers. The Board concurred they want at least 3 bids prior to them making a decision.
- C. AC Mathews informed the Board the Training Room reservation agreement is in their packet for this month in case they want to have changes made to the reservation agreement. Mr. McGrady wants to make it available to only community organizations and non-profit organizations.
- D. AC Mathews stated he believes the Board should increase the part-time firefighters per shift from three to four.

Mr. McGrady motioned to increase the part-time firefighter staffing from three to four per shift. Mr. Foor seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

- E. AC Mathews thanked the Board for the opportunities they have given him.
AC Mathews thanked all of the guys for everything they have done over the years.

ASSISTANT CHIEFS' REPORT:

- A. Assistant Chief Williams informed the Board the District has received four heart monitors from Licking Memorial grant program.
- B. AC Williams informed the Board the run stats are in two different formats since the 911 Center is transitioning between two systems.
- C. AC Williams informed the Board the EMS Open House is Saturday, May 17, 2014 from 11 a.m. until 3:00 p.m.

ACTING ASSISTANT CHIEFS' REPORT:

- A. Acting Assistant Chief Magers informed the Board there is already 10 interested in the Peer Fitness Trainer Class. Mr. Hickin inquired as to the maximum number of students who can attend. AAC Magers stated 32 is the maximum allowed.
- B. AAC Magers informed the Board that Acting BC Treinish is finishing a BWC Grant that was originally started by Ms. Metzger. This grant is to install an exhaust venting system that would hook up to the exhaust of the trucks and when they are started it will pull the exhaust to the outside. This is a three step process to get the approval from BWC. This is up to \$40,000.00 and is a 3 to 1 match.

LOCAL 3025:

Larry Moon, President informed the Board on September 21 they will be hosting a softball tournament and are currently selling raffle tickets for a 2014 Chevrolet Camaro to benefit Big Brothers Big Sisters of Licking County.

EXECUTIVE SESSION:

Mr. Van Buren motioned to go into executive session to consider the appointment, employment, promotion, or compensation of a public employee or official per ORC 121.22. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.** The Board went into executive session at 9:06 p.m.

Mr. Hickin motioned to come out of executive session at 9:38 p.m. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

AC Mathews informed the Board there is a Thank-you note that the District received in recognition of FF Huey, FF Watling, and FF Daniels.

Mr. Denton motioned to move Todd Magers to the position of Acting Chief effective May 24, 2014. Mr. McGrady seconded. Vote: Denton – yes; McGrady – yes; Van Buren – yes; Foor – yes; Hickin – yes. **Motion carried.**

Firefighter Larry Moon thanked AC Mathews for all the time he spent with West Licking Fire.


There being no further business, Mr. Van Buren adjourned the meeting at 9:41 p.m.

Respectfully submitted,



Donna M. Hubner
Fiscal Officer

APPROVED:


Board of Trustees

6-12-14
Title

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