



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

*Board of Trustees*

## MEETING MINUTES

February 11, 2016

---

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

### ROLL CALL:

Jersey – Derek Myers

Kirkersville – Brian Denton

Harrison – Mark Van Buren

Pataskala – Tim Hickin

Etna – Jeff Johnson

Reynoldsburg – Dan Skinner

### RECOGNITION OF GUEST(S):

Assistant Chief Harold Williams introduced Eileen Dudgeon with MedBill Resources.

Ms. Dudgeon presented all board members an informational packet about MedBill Resources. This packet contains information concerning the history of MedBill, why MedBill Resources is different from other EMS billing companies, the different types of revenue collection available, flow charts as to how the various insurance companies claims are submitted, various types of reports that available as well as custom reports, trip coding and rates for various run types and what various insurance companies are currently paying.

Ms. Dudgeon stated all payments go to the lockbox and the bank emails MedBill a report to post payments from.

Ms. Dudgeon stated MedBill is able to do hard or soft billing.

Mr. Van Buren stated the District has always done soft billing. It is okay to inquire about insurance from the patient.

Ms. Dudgeon stated MedBill always goes after the car insurance first for auto accidents.

Discussion concerning the various billing codes, insurance companies and types of coverage that individuals have to cover transportation.

Ms. Dudgeon stated there is about a 45 day delay between the start of billing and receipt of payments from the various insurance companies so MedBill does offer a 90 day grace period on their beginning bills until funding begins from when they would commence our EMS billing.

Mr. Hickin motioned to enter into the contract with MedBill Resources and for the Administrator to sign on behalf of the District. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

### OPEN DISCUSSION:

### APPROVAL OF MINUTES:

Mr. Skinner motioned to approve the January 14, 2016 Regular Board Meeting minutes. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

#### **APPROVAL OF FINANCIAL STATEMENTS:**

Mr. Denton motioned to approve the January 2016 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

#### **APPROVAL OF VOUCHERS:**

Mr. Skinner motioned to approve warrants 6905 - 6973. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

#### **ADMINISTRATOR'S REPORT:**

A. Steven Little, Interim Administrator, informed the Board The Ohio Plan stated the District is not liable for the damages on Mr. Bower's vehicle and he will contact Mr. Bower tomorrow and send a letter to him stating the District's position.

#### **CHIEF REPORT:**

A. Acting Chief Todd Magers stated there are two big projects for 2016.

The first project is to remodel the kitchen at Station 3. There were two companies interested in giving the District quotes on the project. The first quote is from Frontier Remodeling at a price of \$21,076 and the second quote is for about \$32,000. The main difference in the two quotes is Frontier Remodeling is quoting more of an industrial type of cabinet.

Mr. Van Buren informed Chief Magers he should look at samples of the cabinets from both companies and the flooring quoted by both companies.

AC Magers stated the second project is to purchase a medic this year.

Mr. Denton motioned to surplus the items on the list. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

#### **FISCAL OFFICER:**

#### **LOCAL 3025:**

Firefighter Tom Barnhill informed the Board NIPST is a non-profit organization who developed the LiveCad system. This organization just upgraded the system at a cost of \$40,000.00 and they are requesting donations from the entities that utilize the service to help offset these cost. There is approximately 30 entities that utilize the service.

AC Magers stated the District is one of the biggest users of this system.

Mr. Hickin motioned to donate \$1,000.00 to NIPST to help in defraying the cost of these system upgrades. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

#### **COMMITTEE REPORT:**

Mr. Denton stated the Building/Land Acquisition Committee met earlier this evening at 6:00 p.m.

Mr. Skinner motioned to go into executive session to discuss the purchase of property for public purpose and to consider the sale of property at competitive bidding ORC 121.22.2. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

The Board went into executive session at 8:28 p.m.

Mr. Hickin motioned to come out of executive session at 9:12 p.m. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

Mr. Denton motioned to get an appraisal on the property located in Jersey Township owned by the District. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

Mr. Skinner motioned to give the Administrator the authority to negotiate on the leasing of the property located at 7821 Taylor Rd. Suite B. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

Mr. Van Buren inquired if the Squad was in service as yet.

AC Magers stated the Squad just got back today.

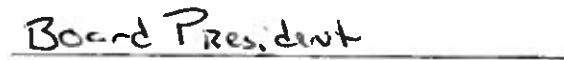
There being no further business, Mr. Van Buren adjourned the meeting at 9:16 p.m.

Respectfully submitted,



Donna M. Hubner  
Fiscal Officer

APPROVED:

  
Board of Trustees  
Title

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