



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

Board of Trustees

MEETING MINUTES

March 10, 2016

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

Moment of silence for Fire Prevention Officer Kate Earley.

ROLL CALL:

Jersey – Derck Myers

Harrison – Mark Van Buren

Etna – Jeff Johnson

Kirkersville – Brian Denton

Pataskala – Tim Hickin

Reynoldsburg – Dan Skinner

RECOGNITION OF GUEST(S):

Mr. McGrady informed the Board the Reynoldsburg Youth Human Trafficking Coalition moves into its 5th year we will be continuing our collaboration with the Ohio Attorney General's office Missing Children's Bureau and on May 21st we will be holding a missing children's event at Reynoldsburg City Schools Summit Road Campus from 10:00 a.m. until 2:00 p.m. tentatively scheduled as an outdoor event.

EXECUTIVE SESSION:

Mr. Skinner motioned to go into executive session to conference with an attorney for the public body concerning disputes involving the public body that is the subject of pending court action. Mr. Myers seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

The Board went into executive session at 7:05 p.m.

Mr. Hickin motioned to come out of executive session at 8:20 p.m. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Skinner motioned to amend the original motion, to go into executive session to conference with an attorney for the public body concerning disputes involving the public body that is the subject of pending court action, to add imminent or pending court action. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Van Buren inquired if there was any discussion on the motion as amended. None stated.

Mr. Van Buren called for the vote on the motion as amended. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Skinner motioned to approve the February 11, 2016 Regular Board Meeting minutes. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

Mr. Hickin motioned to approve warrants 6974 - 7076. Mr. Skinner 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 contained within their Board packet, is the Licking County Prosecutor's representation agreement effective through the end of 2016.

Mr. Myers motioned to enter into the Representation Agreement with the Licking County Prosecutor's Office through the end of 2016. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

B. Mr. Little stated within the Board packet is a Disposition & Disbursement/Sale of WLJFD Property and Equipment policy.

Mr. Little stated this policy was developed based upon the recommendation and guidance of the Licking County Prosecutor's Office.

Mr. Myers motioned to adopt the Disposition & Disbursement/Sale of WLJFD Property and Equipment Policy. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

C. Mr. Little informed the Board in collaboration with the Prosecutor's office the details to lease agreement for the Taylor Road property are being worked out.

D. Mr. Little presented the Board with a list of CPAT candidates and would like to hire the three candidates listed at the top.

Mr. Denton motioned to hire as part-time firefighters: Brandon Harm, Kyle Eyre, and Tyler Gleeson. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

CHIEF REPORT:

A. Acting Chief Todd Magers stated he has assigned FF Beck to write a scope of work for the kitchen at Station 3 so the District can get good competitive quotes.

B. AC Magers informed the Board, the District would like to purchase 20 sets of Fire Gear at a not to exceed price of \$2,000.00 per set.

Mr. Hickin motioned to purchase 20 sets of Fire Gear at a not to exceed price of \$2,000.00 per set. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

C. AC Magers informed the Board he found out one reason the District is not successful when applying for the AFG Grant and Safer Grant. Both of these grants utilize NFIRS reports to verify runs that are

reported on the grants. Currently not all of our reports go through NFIRS due to the type of Firehouse Software the District currently uses.

AC Magers stated this newer version of Firehouse Software is a FH Web Hosting Cloud System.

Mr. Myers motioned to enter into the 5 Year Plan for the Firehouse Software FH Web Hosting (Cloud) System at a price of \$3,476.00 per year. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

- D. AC Magers informed the Board he needs their approval to submit a Safer Grant which would pay for 2 Full-time Firefighters per shift for a period of three years.

Mr. Denton motioned for the District to apply for the Safer Grant to pay the salaries for 2 Full-time Firefighters per shift for a period of 3 years. Mr. Skinner seconded. Vote: Denton – yes; Johnson – yes; Skinner – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

- E. AC Magers informed the Board the District received the AEP rebate for the upgrade to the lighting in the parking lots at Station 1. The rebate was \$1,198.75.

ASSISTANT CHIEF:

- A. Assistant Chief Harold Williams had Fire Prevention Officer John Singleton discuss subdivision regulations with the Fire Board.

The discussion focused on street widths and when parking should be allowed on the street based on the width.

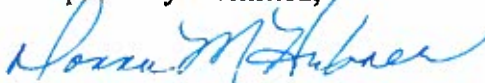
FISCAL OFFICER:

LOCAL 3025:

Currently there are three representatives with Kate's family and they are taking care of the logistics with Wilmington Fire.

There being no further business, Mr. Van Buren adjourned the meeting at 9:05 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.