



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

Board of Trustees

MEETING MINUTES

May 11, 2017

Mark Van Buren opened the meeting at 7:02 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Derek Myers

Harrison – Mark Van Buren

Etna – Jeff Johnson

Kirkersville – Brian Denton

Pataskala – Tim Hickin

Reynoldsburg – Marshall Spalding

BOARD/PUBLIC COMMENTS:

Sarah Harvey, Fire Safety Intern informed the Board of her experiences over the past year along with a Power Point presentation highlighting some of the activities. Ms. Harvey stated this presentation is part of her grade for the class that allowed her to be an intern at West Licking Joint Fire District.

APPROVAL OF MINUTES:

Mr. Spalding motioned to approve the April 13, 2017 Regular Board Meeting minutes. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Hickin motioned to approve the April 2017 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Myers seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Denton motioned to approve warrants 8336 – 8423. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

ADMINISTRATOR:

A. Steve Little, Interim Administrator, informed the Board the Supreme Court has declined to accept jurisdiction concerning the David Fulmer matter. Also, joint entry has been placed in the U.S. District Court and it has been dismissed with prejudice.

Mr. Little stated the attorney hasn't heard on the reimbursement from the Davis case.

CHIEF:

A. Chief Todd Magers informed the Board, the new medic is in and in service.

B. Chief Magers informed the Board, the engine refurbish is almost complete and thus far DeWitt has been able to do it all in house.

C. Chief Magers informed the Board within their packet, is a list of inventory items to be surplus.

Mr. Hickin motioned to surplus the inventory items contained on the list dated May 2017. Mr. Myers seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

- D. Chief Magers informed the Board State Fire Marshal Larry Flowers retired and on his last day SFM Flowers took the Chiefs from Truro, West Licking and Violet out to lunch. At the luncheon West Licking was presented with a Certificate of Thanks for all of the support the District provided to SFM Flowers.
- E. Chief Magers inquired if the Board has any questions concerning the Disaster Plan.
- F. Chief Magers discussed with the Board the Budget Plan for the month of May. Chief stated he is still working on the staffing increase for Station 4. AC Treinish is moving the Station 3 upstairs remodel until the end of the year. Chief stated a grant has been submitted for the purchase of 15 heat imagers, so the purchase has been placed on hold until the outcome of the grant is received.
- G. Chief Magers stated at the beginning of the year it was discussed to hire 3 additional F/T Firefighters now. Mr. Denton motioned to hire 3 additional F/T Firefighters, one per shift. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**
- H. Chief Magers informed the Board the District has exhausted its current P/T Firefighter hiring list. The District will be holding CPAT testing in August.
- I. Chief Magers distributed to the Board payment options for a ladder truck for them to review.

ASSISTANT CHIEF:

- A. Jack Treinish, Assistant Chief, informed the Board of the concrete bids for Station 3. All bids are broken down by the order the replacement should be accomplished. Discussion concerning the various bids. AC Treinish stated the bids from KN Excavation LLC is the recommended bid.

Mr. Hickin motioned to approve entering into the contract with KN Excavation LLC per estimate 1131. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Myers motioned to approve entering into the contract with KN Excavation LLC per estimate 1132. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Denton motioned to approve entering into the contract with KN Excavation LLC per estimate 1133. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

- B. AC Treinish informed the Board of the repairs for Station 4 drainage problems are currently underway.
- C. AC Treinish informed the Board the plans for the ARC renovation have been updated by the Architect. Mr. Pizzino has provided the District with the correct plans and cost estimates. The project is ready to advertise and request sealed bids.

Mr. Denton motioned to advertise in the Columbus Dispatch for the ARC renovation with the walkthrough on June 1st and the sealed bids accepted until 4:00 p.m. on June 8th. The bid opening to be held at the Board meeting on the 8th at 7:00 p.m. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

D. AC Treinish provided the Board with a quote from Kelley & Associates for the architectural work for Station 5. The quote encompasses the following work: develop a preliminary design study, further refining the initial layout the District provided to arrive at a final preliminary design study, which would provide floor plans, exterior elevations, an initial site plan and an overall project budget estimate. The expected costs range between \$3,500 and \$7,500 with a \$3,500 retainer to begin.

Mr. Myers motioned to enter into the agreement with Kelley & Associates. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

ASSISTANT CHIEF OF EMS:

A. Joseph Krouse, Assistant Chief, informed the Board contained within their packet is the April 2017 stats report.

Mr. Hickin inquired if the report was broke down by zone. AC Krouse stated that it was not it is broken out by station.


FISCAL OFFICER:

A. Donna Hubner, Fiscal Officer informed the Board, there is approximately \$5,016.00 in unpaid Medical Mutual bills for employees from March of 2016 that have been turned in this past month.

Mr. Hickin motioned to pay up to \$5,016.00 for employees' unpaid medical invoices from Medical Mutual. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 8:09 p.m.

Respectfully submitted,


Donna M. Hubner
Fiscal Officer

APPROVED:



Board of Trustees

6-8-17

Title

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