



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

*Board of Trustees*

## **MEETING MINUTES**

July 13, 2017

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Mark Van Buren opened the meeting at 7:00 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 – absent

Reynoldsburg – Marshall Spalding

### **BOARD/PUBLIC COMMENTS:**

Presentation of Mission Life Line Award to the Fire District by Mr. Alexander Kuhn from the American Heart Association.

Assistant Chief Jack Treinish accepted the Award on behalf of the Fire District.

### **APPROVAL OF MINUTES:**

Mr. Spalding motioned to approve the June 8, 2017 Regular Board Meeting minutes. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – abstain. **Motion carried.**

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

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

### **APPROVAL OF VOUCHERS:**

Mr. Myers motioned to approve warrants 8533 – 8642. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

### **ADMINISTRATOR:**

A. Steve Little, Interim Administrator, informed the Board the Manufacturing and Combustible Storage annual fee draft is contained within their packet for discussion.

Mr. Van Buren stated he asked about this being placed in the packet again for discussion since the Fire District is not being included in discussions concerning development coming into the District.

Discussion among the Board about the Fire District meeting with the JEDZ Board.

B. Mr. Little informed the Board the server crashed in the middle of a back-up and the battery back-up was also bad. There is still a gap of about 11 days which has not been recovered as yet.

C. Mr. Little informed the Board the Hartford County Fair Board inquired if the Fire District could send a medic unit over for one of their events.

D. Mr. Little informed the Board within their packet is a letter from Firefighter/Medic Richard Beck announcing his retirement.

Mr. Denton motioned to accept Firefighter Beck's letter of retirement effective July 31, 2017. Mr. Myers seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

E. Mr. Little informed the Board within their packet is a job posting to hire Part-time Firefighters that are a current Full-time Firefighter elsewhere, and have a minimum of 3 years' experience. Starting wage of \$13.00 per hour. These employees would not be required to pass the CPAT since they are not trying to get full-time employment with the District. The District would continue to hire full-time firefighters from our part-time list who have taken the CPAT.

F. Mr. Little informed the Board within their packet is a letter of resignation from Jeffrey Shane Ward.

Mr. Denton motion to accept Mr. Ward's resignation letter. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

G. Mr. Little informed the Board, the preliminary proposal price for the F550 mini pumper was incorrect. The correct price is \$269,085.00 if paid in advance.

Mr. Denton motioned to purchase the mini pumper from Sutphen Corporation at a cost of \$269,085.00. Mr. Myers seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

H. Mr. Little informed the Board, C-TEC has offered the District \$35,000 for the 2001 Pierce Lance.

Mr. Spalding motioned to accept C-TEC's offer to purchase the 2001 Pierce Lance. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

#### **ASSISTANT CHIEF:**

A. Jack Treinish, Assistant Chief, informed the Board the Chief and AC vehicles are outfitted and in service.

B. AC Treinish inquired as to how the Board would like to proceed concerning the ordering of the ladder truck. It would take approximately 300 days for production of the truck. They stated it is looking like a 4% increase in pricing for next year.

Mr. Van Buren stated he would prefer to wait until September to discuss the ordering of the ladder truck.

C. AC Treinish informed the Board he is acquiring bids regarding siding and window work at Station 1.

D. AC Treinish informed the Board the first phase of the concrete work at Station 3 is completed and has to sit for 21 days before it can be driven on.

E. AC Treinish informed the Board Station 4 lost all power last week and they lost all dispatching at that station. Synergy Electric is coming out to determine the size generator necessary to maintain Station 4 in the event of a power failure.

F. AC Treinish informed the Board the District has the site plan for Station 5 and Mr. Denton currently has it.

- G. AC Treinish informed the Board on July 18<sup>th</sup> the Licking County Fire Department Association is meeting here at the Fire District and AC Treinish will be cooking for the attendees and on-site personnel.

**FISCAL OFFICER:**

- A. Donna Hubner, Fiscal Officer informed the Board, the 1.5 mill levy is expiring and will have the Resolutions prepared to place it on the November ballot.

Mr. Denton stated the filing deadline is August 9<sup>th</sup> the day before our next Board meeting. The Board will have to have special meetings to get the Resolutions voted on.

- B. Ms. Hubner informed the Board, there is one unpaid Medical Mutual bill for an employee from April 2016 that has been turned in this past month the bill is for \$3,142.54.

Mr. Denton motioned to pay up to \$3,142.54 for an employees' unpaid medical invoice from Medical Mutual. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

**ADMINISTRATIVE PROFESSIONAL:**

- A. Leanne Lesko, Administrative Professional presented to the Board a copy of the new Part-Time Handbook which is accessible on the server for the employees.

**COMMITTEE REPORT: Building & Land Committee**

- A. Mr. Denton informed the Board of the two bids received for the ARC renovations one was more than 10% of the Engineer's estimate.

Mr. Denton motioned to accept the bid from Frontier Remodeling LLC in the amount of \$544,878.00. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

- B. Mr. Denton informed the Board the cost to install the fire suppression system is \$32,600.00. The quote is from Gutridge Plumbing.

Mr. Denton motioned to accept the contract with Gutridge Plumbing for the installation of the fire suppression system at the ARC at a cost of \$32,600.00. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

Mr. Denton stated the second set of plans are more squared up and a better understanding of the building layout, outdoor storage and room for expansion when necessary.

**OPEN DISCUSSION:**

Mr. Little informed the Board the 2017 Young at Heart Senior of the Year is Mr. Marshall Spalding. Mr. Spalding will receive this award next week.


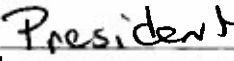
There being no further business, Mr. Van Buren adjourned the meeting at 8:12 p.m.

Respectfully submitted,



Donna M. Hubner  
Fiscal Officer

APPROVED:

  
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Board of Trustees  
\_\_\_\_\_  
Title

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