



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

*Board of Trustees*

## MEETING MINUTES

January 25, 2018

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Donna Hubner, Fiscal Officer opened the meeting at 7:00 p.m. and Mr. Van Buren led the Pledge of Allegiance.

### ROLL CALL:

Jersey – Dan Wetzel – absent  
Harrison – Mark Van Buren  
Etna – Jeff Johnson

Kirkersville – Brian Denton – absent  
Pataskala – Tim Hickin  
Reynoldsburg – Marshall Spalding

### ELECTION OF OFFICERS:

Ms. Hubner asked for nominations from the floor for President. Mr. Hickin nominated Mark Van Buren for President. Mr. Spalding seconded.

Mr. Hickin motioned to close the nominations for President. Mr. Spalding seconded. Vote to close nomination: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Nominations closed.**

Vote to elect Mr. Van Buren as President: Johnson – yes; Spalding – yes; Van Buren – abstain; Hickin – yes. **Motion carried.**

Ms. Hubner asked for nominations from the floor for Vice President. Mr. Van Buren nominated Tim Hickin for Vice President. Mr. Spalding seconded.

Mr. Spalding motioned to close the nominations for Vice President. Mr. Van Buren seconded. Vote to close nominations: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Nominations closed.**

Vote to elect Tim Hickin as Vice President: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – abstain. **Motion carried.**

### APPROVAL OF MINUTES:

Mr. Hickin motioned to approve the December 14, 2017 Regular Board Meeting minutes. Mr. Johnson seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

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

### APPROVAL OF VOUCHERS:

Mr. Hickin motioned to approve warrants 9150 - 9279. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

Ms. Hubner informed the Board, contained within their packet, is the 2018 Prosecutor's Agreement. The hourly rate is the same as 2017.

Mr. Spalding motioned to enter into the 2018 Prosecutor's Agreement. Mr. Hickin seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

**CHIEF:**

- A. Chief Todd Magers informed the Board, the pricing for a Utility Resource Vehicle for special events is \$16,200.00. The District has been given an anonymous donation of \$10,000 towards the purchase price of the URV. Also, the EMA is covering the cost for the lighting package for the URV and a trailer to be able to transport it to various events.

Mr. Hickin inquired as to where the URV would be housed at.

Chief Magers stated the URV will be housed at Station 1.

Mr. Hickin motioned to purchase the Polaris Ranger URV at a not to exceed price of \$16,200.00. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- B. Chief Magers informed the Board, two Part-time Firefighters – Caleb Scott and Derek Fry have submitted their resignation letters.

Mr. Hickin motioned to accept Caleb Scott and Derek Fry's resignation letters from the position of Part-time Firefighter. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- C. Chief Magers informed the Board, Officer's Training for January 2018 just finished and there will be another Officer's Training in February.

- D. Chief Magers informed the Board currently the District is averaging 19 runs per day.

- E. Chief Magers informed the Board he is in receipt of a quote from CDW-G for video conferencing equipment to be placed in the training room, the price is \$8,491.17 and is requesting approval to spend up to \$9,000.00 as the quote is several months old. This quote does allow for a trial period prior to purchase to test the equipment and licensing.

Mr. Spalding motioned to spend up to \$9,000.00 for video conferencing equipment and licensing. Mr. Johnson seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- F. Chief Magers informed the Board the budget allows for \$42,500.00 for PPE and would like approval to utilize the \$42,500.00 for the purchase of PPE.

Mr. Hickin motioned to spend up to \$42,500.00 for the purchase of PPE. Mr. Johnson seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

**ASSISTANT CHIEF:**

- A. Jack Treinish, Assistant Chief, informed the Board, new Station 2 is operational now. Finalizing to removal of everything from the Kirkersville station.

Mr. Van Buren requested to get the Kirkersville station appraised so the Board can determine what should be done with the location.

- B. AC Treinish informed the Board, the windmill at the ARC building was destroyed during the last storm.
- C. AC Treinish informed the Board, Groundbreaking Ceremony for Station 5 can be held any time after February 5<sup>th</sup>. Please let him know the pleasure of the Board.
- D. AC Treinish informed the Board, the extractor at Station 3 is 13 years old and is need of major repairs. It would cost approximately \$1,200 to repair it or it can be replaced for a cost of \$5,465.00. Wanted to know which direction the Board would prefer.

Mr. Hickin motioned to spend up to \$5,465.00 for the purchase of a new extractor for Station 3. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- E. AC Treinish informed the Board, the Maintenance Technician would like to purchase two diagnostic computers. One is for the large trucks at a cost of \$7,280.00, the second one is for the cars, pick-ups, and medics at a cost of \$3,242.00. The yearly subscription price is \$1,080.00. For a total of \$11,602.00.

Mr. Johnson motioned to spend \$11,602 to purchase vehicle diagnostic equipment and subscription. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

#### **ASSISTANT CHIEF OF EMS:**

- A. Joe Krouse, Assistant Chief of EMS shared with the Board various notes and letters of appreciation from the residents.
- B. AC Krouse informed the Board, the District was the recipient of The Shriner's Grant for the purchase of 15 new thermal imagers that mount to the facemask. The cost of the 15 thermal imagers is \$14,775.00.

Mr. Hickin motioned to spend \$14,775.00 for the purchase of 15 thermal imagers that mount to the facemasks. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- C. AC Krouse informed the Board, the activity report contained within their packet is for 2017. Also, the maps show the number of runs per zone and the actual zone areas.
- D. AC Krouse informed the Board, the District was asked to participate in a stroke blood draw pilot program through Mount Carmel East. We are one of three departments in this program. It is designed to reduce intervention time for the patient. The hospital has stated that since the inception of the program it has reduced the intervention time by 21 minutes.

#### **FISCAL OFFICER:**

Donna Hubner, Fiscal Officer presented the following Resolutions:

- a. 2018-01 Authorize Fiscal Officer to move money within a Fund on the Object Level;
- b. 2018-02 Authorize Fiscal Officer to create Blanket Certificates as needed with an expiration date of December 31, 2018;

- c. 2018-03 Authorize Fiscal Officer to request Licking County Auditor for Tax Advances as available in 2018;
- d. 2018-04 Appropriate \$1,000 for miscellaneous food purchases to provide food for the firefighters and/or FPOs at fire scenes, by presiding Officer's decision.

Mr. Spalding motion to adopt Resolutions 2018-01, 2018-02, 2018-03 and 2018-04. Mr. Hickin seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- A. Ms. Hubner informed the Board, notification was received from Fishel Hass Kim Albrecht Downey LLP, and the hourly rates would remain the same for 2018.
- B. Ms. Hubner presented Resolution 2018-05 A Resolution Providing For The Retaining Of Bond Counsel In Connection With The Issuance Of Not To Exceed \$1,750,000 Of Bonds For The Purpose Of Paying Part Of The Cost Of Constructing And Equipping A New Fire Station.

Mr. Hickin motioned to adopt Resolution 2018-05. Mr. Johnson seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

- C. Mr. Van Buren motioned to purchase Builders Risk Insurance for the construction of Station 5. Mr. Hickin seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

**LOCAL 3025:**

Don Barnhill, Union President informed the Board, West Licking Joint Fire District is the #1 user of the NIPST LiveCad. The LiveCad operates solely on donations from the Departments that utilize the services. Mr. Barnhill requested the Board to approve a donation to the NIPST for the operations of the LiveCad.

Mr. Hickin motioned to donate \$1,000.00 to NIPST for the operations of the LiveCad. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

**OPEN DISCUSSION:**

Mr. Johnson motioned the monthly Board meetings will be the second Thursday of the month at 7:00 p.m. Mr. Spalding seconded. Vote: Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 8:13 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.