



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

*Board of Trustees*

## **MEETING MINUTES**

March 9, 2017

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Mark Van Buren opened the meeting at 7:01 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:**

Moment of silence for Kate Earley.

Assistant Chief Harold Williams addressed the Board informing them he is retiring and his last day will be April 21, 2017.

Judd Hood introduced himself to the Board. He is a candidate for LCMC Judge.

### **PROMOTIONAL CEREMONY:**

Todd Magers, Fire Chief swore in Kyle Eyre and P. Marshall Berry as Full-time Firefighters.

Assistant Chief Krouse was pinned by his wife.

Chief Magers swore in Fred Hughes in the position of Fire Prevention Officer.

Chief Magers swore in DeWitt Friend in the position of Maintenance Technician.

### **APPROVAL OF MINUTES:**

Mr. Myers motioned to approve the February 9, 2017 Regular Board Meeting minutes. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

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

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

### **APPROVAL OF VOUCHERS:**

Mr. Denton motioned to approve warrants 8134 – 8218. Mr. Myers seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Myers – yes. **Motion carried.**

### **ADMINISTRATOR:**

A. Steve Little, Interim Administrator, informed the Board, with the help of Dan Skinner, they are in the process of developing a Chaplin Corp.

Dan Skinner discussed with the Board the steps he has been working on and what is to follow that he is aware of thus far.

Mr. Hickin joined the meeting at 7:34 p.m.

- B. Mr. Little informed the Board the District is in the process of testing current Part-time Firefighter/Paramedics to compose a new Full-time hiring list. Tomorrow is the last day for them to submit a letter of interest.
- C. Mr. Little informed the Board in order to move Donna and Leanne into the conference room furniture is needed, the current lowest bid for furniture is \$4951.00.

Mr. Hickin motioned to approve up to \$4,951.00 for office furniture. Mr. Denton seconded. Mr. Little stated the actual quote is \$4,951.06. Mr. Hickin motioned to amend it to \$4,951.06. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

**CHIEF:**

- A. Chief Todd Magers informed the Board, the first new medic should be in the beginning of April.
- B. Chief Magers informed the Board, Medic 402 has been repaired by Burgess and is back in service.

Mr. Denton motioned to order 2 Chevy Silverado pick-ups outfitted at a not to exceed price of \$100,000.00. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

- C. Chief Magers informed the Board, it is time to pay the District's share of the Medical Director fees through MECC. The fees are \$25,000.00.

Mr. Denton motioned to pay \$25,000.00 for the Medical Director fees. 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 February 2017 stats report.

**ASSISTANT CHIEF:**

- A. Jack Treinish, Assistant Chief informed the Board, 5 bids were submitted and 9 companies inquired concerning the lawn and grounds care contract for 2017.

AC Treinish discussed the submitted contracts with Board.

Mr. Hickin motioned to enter into the contract with Classic Landscape. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – abstain; Hickin – yes; Myers – yes. **Motion carried.**

- B. AC Treinish informed the Board, he obtained a quote to repave and seal old Station 1 parking lots. It was approximately \$33,000.00.

Chief Magers stated within his 2017 Budgeting Plan the District needs an additional \$40,000.00 for Personal Protective Equipment.

Mr. Denton motioned to spend an additional \$40,000.00 on PPE. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

**FISCAL OFFICER:**

A. Donna Hubner, Fiscal Officer informed the Board, Comp Management has submitted our renewal invoice. The fee for the 2018 policy year is \$7,930.00

Mr. Myers motioned to pay the \$7,930.00 invoice to Comp Management. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

**EXECUTIVE SESSION:**

Mr. Hickin motioned to go into executive session to consider the purchase of property for public purposes and invited Eric Smith to participate at 7:58 p.m. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Denton motioned to come out of executive session at 9:10 p.m. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Myers – yes. **Motion carried.**

Mr. Little inquired if the Board was interested in contributing to the retirement for AC Williams.

Eric Smith stated he needs a signed agreement with the District to discuss the purchase of property on behalf of the Board.

The Board discussed it and agreed to have Steve Little sign the agreement with Eric Smith.

There being no further business, Mr. Van Buren adjourned the meeting at 9:13 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.