



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

Board of Trustees

MEETING MINUTES

April 12, 2018

Mark Van Buren opened the meeting at 7:04 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Dan Wetzel

Harrison – Mark Van Buren

Etna – Jeff Johnson

Kirkersville – Brian Denton

Pataskala – Tim Hickin

Reynoldsburg – Marshall Spalding – absent

PUBLIC COMMENT:

Thomas Bingham, Battalion Chief informed the Board he was retiring. May 1, 2018 would be his last duty day. BC Bingham stated he start with the Pataskala Fire Department and has been in the fire service for 44 years.

APPROVAL OF MINUTES:

Mr. Hickin motioned to approve the March 8, 2018 Regular Board Meeting minutes. Mr. Denton seconded.

Vote: Denton – yes; Johnson – abstain; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

Mr. Denton motioned to approve the March 21, 2018 Special Board Meeting minutes. Mr. Johnson seconded.

Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – abstain; Wetzel – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Hickin motioned to approve the March 2018 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Hickin motioned to approve warrants 9494 - 9637. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

ADMINISTRATOR:

Steve Little, Interim Administrator request the Board go into Executive Session.

EXECUTIVE SESSION:

Mr. Hickin motioned to go into Executive Session to discuss matters required to be kept confidential by federal law. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

Board went into executive session at 7:12 p.m.

Mr. Hickin motioned to come out of Executive Session at 7:44 p.m. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

Mr. Hickin motioned to schedule a Special Board Meeting for April 24, 2017 at 7:00 p.m. to secure health insurance. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

CHIEF:

A. Chief Todd Magers stated the new fee schedule is taking longer than expected. Fire Marshal Chad Harrison is working with Monroe and Plain Township Fire Departments to create a uniform fee schedule. It should be available next month.

Mr. Hickin inquired if it would be a draft.

Chief Magers stated that it would be a draft and should be in the May 2018 packet.

B. Chief Magers informed the Board he is working on pricing for hand tools for the spare engine and the Board may see different bills over the next several months for \$3,000 - \$4,000 a month. He is comparing pricing from several vendors and going to purchase from the vendor with the lowest price for the different pieces of equipment.

M405 is in ready and being utilized as a spare medic.

C. Chief Magers stated he is interested in purchasing hand-held thermal imagers. He has looked at two different imagers and one is the same brand as what the District is currently using it is a Bollard and the price on it \$8,300.00. He is interested in purchasing two hand-held thermal imagers; one now and the other once the District receives notification from a Grant that was applied for to purchase the other one.

Mr. Denton motioned to spend \$8,300.00 for a new thermal imager. Mr. Hickin seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

D. Chief Magers informed the Board 5 Firefighters went to Indianapolis for the FTDN Fire Training where they simulate live house fire situations. The five guys are now going to help outfit the house at the ARC with props so the District will be able to provide live fire training situations.

E. Chief Magers informed the Board the new phone system is installed and will begin working on the Video Teleconferencing next.

F. Chief Magers stated with the announcement of BC Bingham's retirement he would like to work on his replacement, the Lieutenant replacement, and the new Full-time Firefighter/Paramedic.

G. Chief Magers stated he wants to begin working on a 5 year truck replacement plan and would like 2 Board members to be on the committee.

Mr. Van Buren and Mr. Hickin requested to be on the 5 year truck replacement plan committee.

ASSISTANT CHIEF:

A. Jack Treinish, Assistant Chief, updated the Board,

- a) Station 1 the contractor who attempted to plant ground cover on the hill by steps is providing the District with a \$1,600.00 credit and working on a different plan for the hill.
- b) Station 2 (Kirkersville) the fascia board is coming off.
- c) Station 2 (ARC) all signage should be up by Monday.

- d) Station 3 working on electrical issues.
- e) Station 4 all is well
- f) Station 5 the District has obtained the well permit.

- B. AC Treinish informed the Board the District will be holding an open house at Station 2 (ARC) on June 9, 2018 from 10:00 a.m. until 2:00 p.m.
- C. AC Treinish inquired if the Building & Land Acquisition committee was interested in doing a spring tour again this year to the various stations that are slated to have repair work done this year.

Mr. Denton stated the committee did want to have the spring tour.

ASSISTANT CHIEF OF EMS:

- A. Joe Krouse, Assistant Chief of EMS informed the Board, the activity report is contained within their packet for March 2018.

Mr. Hickin inquired how the response times are calculated on the activity report.

AC Krouse stated the response times are for those specific areas not the station located in that area.

- B. AC Krouse informed the Board, he is in receipt of the MECC Medical Director yearly invoice for \$25,000.00 payable to MECC Regional Council of Government.

Mr. Hickin motioned to spend \$25,000.00 payable to MECC Regional Council of Government. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- C. AC Krouse informed the Board, it is time to renew Physio Control’s annual maintenance contract in the amount of \$4,968.00.

Mr. Johnson motioned to approve the renewal of the annual maintenance contract with Physio Control in the amount of \$4,968.00. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- D. AC Krouse informed the Board there are three more Getac tablets that are needed to have all vehicles updated. The cost is \$8,019.00 through Mobile Tek.

Mr. Hickin motioned to purchase 3 tablets from Mobile Tek at a price of \$8,019.00. Mr. Wetzel seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

AC Krouse informed the Board about an article in the Eastside Messenger and a copy is provided within their packet.

LOCAL 3025:

Tom Barnhill, Union President informed the Board they are having a Retirement dinner for all of the union members who retired in 2017. It will be held at Tall Timbers Banquet Center on April 28th.

Mr. Barnhill inquired if the Board would provide input concerning the transfer of sick time from other Departments. Currently the District allows the transfer of time from other Township fire departments only. Mr. Barnhill stated they would like if the District allowed sick time transfer from any fire department.

Mr. Hickin inquired if the District currently capped the sick time transferred from Township departments.

Mr. Little stated the District does not cap the time.

Mr. Van Buren stated this issue should be discussed at a Labor Management Committee meeting first, could one be scheduled to discuss this issue.

Mr. Little stated he would get one scheduled.

ADMINISTRATIVE PROFESSIONAL:

A. Leanne Lesko, Administrative Professional, inquired if the Board wanted to surplus the old phone system.

Mr. Hickin motioned to surplus the old phone system. Mr. Wetzel seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

B. Mrs. Lesko informed the Board, contained within their packet are resignation letters from Part-time Firefighter Brad Stemple and Justin Murphy.

Mr. Hickin motioned to accept the resignations from Brad Stemple and Justin Murphy. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

COMMITTEE REPORT:

BUILDING & LAND ACQUISITION COMMITTEE:

Mr. Denton informed the Board the Committee discussed at the last meeting the generator size for Station 5 and the committee is recommending the District go with a 100KW natural gas generator and the District should sign the letter for the contractor stating the District will take responsibility if it determined the generator size is not sufficient for the building.

Mr. Van Buren inquired if an estimate had been obtained yet.

AC Treinish stated he has not yet received the price difference.

Mr. Denton motioned for the District to contact Eric Smith about scheduling an auction for the Kirkersville property, the medic and the miscellaneous items that have been surplus and are currently being stored at the Kirkersville location. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

OPEN DISCUSSION – BOARD COMMENTS:

Mr. Little, Interim Administrator informed the Board, the District was contacted by Bloom Township concerning adopting our promotional process and Bloom Township is presenting it to the Fairfield County Chiefs to see about doing a county wide adoption of the District's promotional process.

There being no further business, Mr. Van Buren adjourned the meeting at 8:27 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.