



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

Board of Trustees

MEETING MINUTES

June 14, 2018

Mark Van Buren opened the meeting at 7:00 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

APPROVAL OF MINUTES:

Mr. Johnson motioned to approve the May 10, 2018 Regular Board Meeting minutes. Mr. Spalding seconded.

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

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

Mr. Hickin motioned to approve warrants 9744 - 9846. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

ADMINISTRATOR:

A. Steve Little, Interim Administrator, informed the Board he would like approval to hold an Investigation Training with Doug Duckett here at the District and open it up to other Fire Chiefs at a reduced cost. This training would be tailored to fire & law enforcement personnel. The cost to hold this training is \$2,500.00.

Mr. Van Buren inquired as to when this training would be held.

Mr. Little stated, if approved, he would contact Mr. Duckett and determine a date that is advantageous to everyone at the District and then put together a flyer and offer the training to outside departments for a reduced fee.

Mr. Hickin motioned to approve the Investigation Training with Doug Duckett at a cost of \$2,500.00. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

EXECUTIVE SESSION:

Mr. Hickin motioned to go into executive session to consider the appointment of a public employee or official ORC 121.22.01 and to review bargaining session 122.22.04. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

The Board went into executive session at 7:15 p.m.

Mr. Hickin motioned to come out of executive session at 8:24 p.m. Mr. Wetzel seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

CHIEF:

A. Chief Todd Magers informed the Board to purchase a server, the cost is approximately \$20,000.00 plus an additional \$150 - \$300.00 per month for cloud backup. This includes a 3 year warranty that can be extended to 5 years for an additional fee. The fees for the District to be the cloud server will be \$250.00 per month for the next few months then it will go to the monthly rate of \$600.00. This includes backing up our data at a different location.

Mr. Johnson motioned to utilize the Keytel cloud server system at a cost of \$600.00 per month. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

B. Chief Magers stated he has decided to place the tower purchase on hold currently. With the majority of the SCBA's being over 20 years old and the PPE that needs to be purchased, the budget is too tight to add an additional payment for the ladder truck to it.

C. Chief Magers informed the Board the City of Columbus was testing several different types of thermal imagers at the Fire Academy when the District was there doing training. The District was able to purchase two thermal imagers at the City of Columbus' pricing, and it was less than the original cost of the one thermal imager the District was going to purchase.

D. Chad Harrison, Fire Marshal, informed the Board the updated fee schedule left out the section concerning special duty and the cost of a vehicle for non-District functions.

Mr. Hickin motioned to adopt the West Licking Joint Fire District Fee Schedule. Mr. Wetzel seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

E. Chief Magers informed the Board the 2017 Ohio Fire Code has been published and the District needs to adopt it along with the attached appendixes.

Mr. Spalding motioned to adopt the 2017 Ohio Fire Code and appendixes. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

F. Chief Magers informed the Board in their packet, a thank you letter from Troup 7548 and of a \$250.00 donation from the Grand Temple Pythian Sisters of Ohio.

G. Chief Magers presented a press release to the Board for their review.

H. Chief Magers informed the Board Assistant Chief Treinish obtained roof estimates for the North Bay at Old Station 1. The three estimates were: 1) Tom Lott Roofing - \$7,200.00 plus \$40.00/ sheet of plywood as needed; 2) Frontier Remodeling - \$11,500.00 included gutters; 3) Elevator Exteriors \$7,268.00.

Mr. Wetzel motioned to enter into a contract with Tom Lott Roofing at a not to exceed cost of \$10,200.00 to replace the North Bay roof at Old Station 1 to include the plywood replacement. Mr. Hickin seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- I. Chief Magers informed the Board the siding and replacement windows for Station 1 are on order.
- J. Chief Magers informed the Board the Kirkersville station sold at auction for \$62,000.00.
- K. Chief Magers informed the Board the Grand Opening/Open House at the ARC went well, the crews there and the Fire Marshals worked really hard at getting the grounds ready for the event.
- L. Chief Magers informed the Board AC Treinish is awaiting one more estimate for the roof repairs at Station 3.
- M. Chief Magers informed the Board Station 5 construction is on track.

ASSISTANT CHIEF OF EMS:

- A. Joe Krouse, Assistant Chief of EMS, informed the Board the activity report is contained within their packet for May 2018.
- B. AC Krouse informed the Board, the District needs to order 4 portable radios at state bid pricing. The cost of the 4 radios are \$15,831.00.

Mr. Hickin inquired if this was already budgeted. AC Krouse stated yes it was budgeted in the EMS capital outlay.

Mr. Denton motioned to purchase 4 portable radios. Mr. Hickin seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

FISCAL OFFICER:

- A. Donna Hubner, Fiscal Officer, presented Resolution 2018-08 Resolution To Request That The County Auditor Certify Valuation And Revenue Information Pursuant to R.C. 5705.03(B).

Mr. Johnson motioned to approve Resolution 2018-08. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

ADMINISTRATIVE PROFESSIONAL:

- A. Leanne Lesko, Administrative Professional, informed the Board registration for CPAT testing is open.
- B. Ms. Lesko informed the Board the District needed to purchase 7 workstation towers complete with office suites for a not to exceed price of \$8,910.88. The workstations will be distributed to the various stations.

Mr. Hickin motioned to purchase the 7 new towers from Keytel at a not to exceed price of \$8,910.88. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 9:21 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.