



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

Board of Trustees

MEETING MINUTES

January 09, 2020

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

Harrison – Mark Van Buren

Etna – Jeff Johnson

Kirkersville – Brian Denton

Pataskala – Tim Hickin

Reynoldsburg –

ELECTION OF OFFICERS:

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

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

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

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

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

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

Assistant Chief Jack Treinish swore in new Full-time Firefighter/Paramedic Andrew Burgess.

APPROVAL OF MINUTES:

Mr. Hickin motioned to approve the December 12, 2019 Regular Board Meeting minutes. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Hickin motioned to approve the December 2019 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Wetzel 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 11848 - 11964. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

CHIEF:

- A. Chief Todd Magers informed the Board, two of the interns are now Part-time Firefighters.
- B. Chief Magers informed the Board, the cost to rebuild the motor in engine 405 is approximately \$25,000.00. This would be done after the new engine is in service and this engine would become the District's back up engine.
- C. Chief Magers informed the Board the new engine 405 should be delivered in May and the new ladder truck should be delivered in June.

ASSISTANT CHIEF:

- A. Jack Treinish, Assistant Chief, informed the Board, the quote for the repairs to Station 403 in the bay area once he spoke with the contractor concerning the full scope of the project went from \$4,850.00 to \$6,515.00.
- B. AC Treinish informed the Board he is currently working with Branham Signs concerning the signage at Station 403 and 405.
- C. AC Treinish informed the Board concerning the bid from Robertson Construction for the storage building at Station 405 and they are standing by the bid. Robertson Construction will be breaking ground on March 1, 2020.
- D. AC Treinish informed the Board, on February 20th and 21st, there will be testing for the full-time firefighter list.
- E. AC Treinish informed the Board, all items placed on GovDeals have sold and the District will receive \$13,050 for the 2013 International medic, \$1,050 for the 2007 Impala, \$4,025 for the 2009 Impala, and \$131 for the fire hose.

ASSISTANT CHIEF OF EMS:

- A. Joe Krouse, Assistant Chief of EMS, informed the Board, the activity report is in their packet and inquired if anyone had questions.
- B. AC Krouse informed the Board the MEC contract agreement for the Medical Director needs renewed. The cost will remain the same at \$25,000.00 for the year. This provides the District with access to 3 Medical Directors.

Mr. Hickin motioned to approve the renewal of the agreement at a fee of \$25,000.00. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- C. AC Krouse informed the Board the ESO software agreement is up for renewal. This agreement includes the software for prevention, fire and EMS. The cost of the one year renewal agreement is \$25,826.92.

Mr. Hickin motioned to renew the ESO software agreement at a cost of \$25,826.92. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

D. AC Krouse informed the Board, there is one opening in the Intern program on 3 unit. Dylan Colopy is currently enrolled at the Ohio Fire Academy and is a Licking Heights graduate.

Mr. Hickin motioned to hire Dylan Colopy as an intern. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

AC Treinish informed the Board Fire Marshal Chad Harrison completed the research concerning yearly inspection fees for the large warehouses in the District and is here tonight to review this information with the Board.

FM Harrison provided the Board with a handout that outlines the fees and how the fees would be calculated. He provided several examples from various buildings throughout the District.

Mr. Johnson inquired as to how the square footage is calculated for these building.

FM Harrison stated it would be based on the information on the Licking County Auditor’s website.

Mr. Van Buren recommend the Board review the information and discuss it at the February meeting.

FISCAL OFFICER:

A. Donna Hubner, Fiscal Officer presented the following Resolutions:

- a. 2020-01 Authorize Fiscal Officer to move money within a Fund on the Object Level;
- b. 2020-02 Authorize Fiscal Officer to create Blanket Certificates as needed with an expiration date of December 31, 2020;
- c. 2020-03 Authorize Fiscal Officer to request Licking County Auditor for Tax Advances as available in 2020;
- d. 2020-04 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. Van Buren motion to adopt Resolutions 2020-01, 2020-02, 2020-03 and 2020-04. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – abstain. **Motion carried.**

ADMINISTRATIVE PROFESSIONAL:

Leanne Lesko, Administrative Professional provided the Board with a social media update.

Tomorrow the second installment of Fleet Friday will be released.

Mr. Hickin inquired who is able to post, tweet or upload to Instagram.

Ms. Lesko stated herself and AC Treinish have the passwords and ability to do so.

LOCAL 3025:

Tom Barnhill, Union President informed the Board, the annual Toy Drive was a success, presents were provided to over 250 children.

EXECUTIVE SESSION:

Mr. Hickin motioned for the Board to go into executive session to consider the investigation of complaints against a public employee. ORC 121.22.1. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

Mr. Hickin motioned to come out of executive session at 8:31 p.m. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

HR ADMINISTRATOR:

A. Laurie Mayle, HR Administrator informed the Board, Part-time Firefighter Tyler Hall resigned.

Mr. Johnson motioned to accept Tyler Hall’s resignation. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

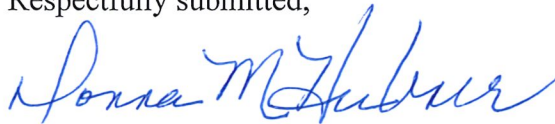
B. Ms. Mayle informed the Board Lieutenant Greg Reese updated his retirement date to May 28, 2020.

C. Ms. Mayle informed the Board, Full-time Firefighter Steve Saunders announced his intent to retire effective January 24, 2020.

Mr. Denton motioned to accept Firefighter Steve Saunders resignation. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 8:37 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.