



# West Licking Joint Fire District

851 East Broad Street  
Pataskala, Ohio 43062

*Board of Trustees*

## MEETING MINUTES

July 11, 2019

Mr. Van Buren opened the meeting at 7:02 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 – absent

Reynoldsburg – Marshall Spalding

### APPROVAL OF MINUTES:

Mr. Spalding motioned to approve the May 9, 2019 Regular Board Meeting minutes, May 24, 2019 Special Board Meeting minutes and the June 20, 2019 Special Board Meeting minutes. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – abstain; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

Mr. Denton motioned to approve the May 2019 and June 2019 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

### APPROVAL OF VOUCHERS:

Mr. Spalding motioned to approve warrants 11074 - 11308. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

### CONSULTANT:

A. Steve Little, Consultant informed the Board, the 6 month budget review has been completed and the revenues and expenditures are where they should be.

B. Mr. Little inquired if the Board is interested in posting the vacant HR Administrator position.

Mr. Van Buren stated he would like to see what the staff is currently doing.

Mr. Denton motioned to post the HR Administrator position to the District website and the jobs groups with Licking County. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

### CHIEF:

A. Chief Todd Magers informed the Board, the Full-time Firefighter testing and interviews are completed. The top two on the list are Kyle O'Brien and Matthew Short would like to recommend the District extend conditional offers of employment to them to fill the two full-time firefighter vacant positions.

Mr. Wetzel motioned to extend conditional offers of employment Kyle O'Brien and Matthew Short for the two full-time firefighter vacant positions. Mr. Denton seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

- B. Chief Magers stated the Fire District should increase the hourly rate for the part-time firefighters. Our current rate is one of the lowest in Licking County.

Chief Magers stated the rate should be increased by \$2.00 per hours and this increase was figured in the 2019 appropriations budget.

Mr. Spalding motioned to increase the part-time firefighter rates by \$2.00 per hour. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

- C. Chief Magers informed the Board the District's 2 Interns are going to take the CPAT testing in October.
- D. Chief Magers informed the Board he has received the ISO rating and there is a couple areas he has requested they review their analysis.

**ASSISTANT CHIEF:**

- A. Jack Treinish, Assistant Chief, informed the Board he has received quotes for the flooring and the island plumbing in the kitchen here at Station 401 which is leaking.

The quotes for the island are \$8,295.00 from Frontier Remodeling and \$9,516.00 from. This is to replace the island cabinets and plumbing.

Mr. Wetzel motioned to approve spending \$8,295.00 with Frontier Remodeling for the island replacement at Station 401.

- B. AC Treinish informed the Board the roof is finished on the training house.
- C. AC Treinish informed the Board the District's new part-time mechanic is being kept busy.
- D. AC Treinish informed the Board, both the 2007 & 2009 Chevrolet Malibu's need to be surplus.

Mr. Denton motioned to surplus the 2007 & 2009 Chevrolet Malibu's and place them on GovDeals. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

**ASSISTANT CHIEF OF EMS:**

- A. Joe Krouse, Assistant Chief of EMS, informed the Board, the activity reports for May and June are contained in their packet if they have any questions.
- B. AC Krouse informed the Board, M405 is now in service. This is the first medic Braun remounted. The District is currently in a holding pattern on the second medic they were supposed to do.

Mr. Van Buren stated the District needs to get it in writing Braun has breached the contract and the District is no longer obligated.

**FISCAL OFFICER:**

- A. Donna Hubner, Fiscal Officer presented to the Board Resolution 2019-08 *Resolution Declaring It Necessary To Levy A Tax In Excess Of The Ten Mill Limitation 5705.019(1) & 5705.192(D).*

Mr. Denton motioned to adopt Resolution 2019-08. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

B. Ms. Hubner presented to the Board, Then & Now Purchase Order 18-2019 for the purpose of paying Cummins Bridgeway for Engine 403.

Mr. Van Buren motioned to approve Then & Now Purchase Order 18-2019. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

**ADMINISTRATIVE PROFESSIONAL:**

A. Leanne Lesko, Administrative Professional, informed the Board Full-time Firefighter/Paramedic Nicholas Haugen has submitted his resignation.

Mr. Denton motioned to accept FF Nicholas Haugen’s resignation. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Wetzel – yes. **Motion carried.**

B. Ms. Lesko informed the Board the 1999 Chevy Blazer sold on GovDeals for \$1,725.00.

C. Ms. Lesko informed the Board, 62 potential candidates have signed up for the CPAT testing in October.

**LOCAL 3025:**

Chief Magers informed the Board the Local is volunteering their time to assist Violet Township Fire Department due to the passing of their former Fire Chief.

**COMMITTEE REPORT:**

Mr. Wetzel distributed to the Board preliminary plans for the storage building at Station 405. He described to the Board the details of the plans and stated if there are no changes he would have the plans finalized.

Discussion concerning electrical and heating. Should include an addendum with two interior walls and electric.

Chief Magers stated the exterior walls should be insulated and electric included in the construction plans for bidding.

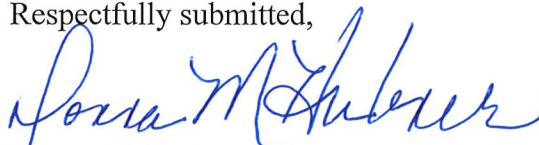
AC Treinish will have the Prosecutor’s Office prepare the bid package for the building so when the Board is satisfied with the plans they can move forward with the bidding process.

**BOARD COMMENTS:**

Mr. Johnson informed the Board, Etna Township is contracting with the Licking County Sherriff’s Office for two 40 hour/week officers.

There being no further business, Mr. Van Buren adjourned the meeting at 8:32 p.m.

Respectfully submitted,



Donna M. Hubner  
Fiscal Officer

APPROVED:

Mark VanBuren  
Board of Trustees

President Board  
Title

Note: These minutes are unofficial, subject to amendment, until approved by the Fire Board Members.