



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

*Board of Trustees*

## MEETING MINUTES

December 12, 2019

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Mr. 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 – absent

Pataskala – Tim Hickin

Reynoldsburg – Marshall Spalding

### OPEN DISCUSSION - BOARD/PUBLIC COMMENTS:

Catherine Paumier, PMMG thanked the Board for the honor of providing EMS billing services to the Fire District.

Assistant Chief Jack Treinish swore in Jeanette Longoria as the Part-time Administrative Assistant.

Mr. Denton joined the meeting at 7:04 p.m.

### APPROVAL OF MINUTES:

Mr. Spalding motioned to approve the November 14, 2019 Regular Board Meeting minutes. Mr. Hickin seconded. Vote: Denton – yes; Johnson – abstain; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

Mr. Hickin motioned to approve the November 2019 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 11743 - 11847. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

### CONSULTANT:

A. Steve Little, Consultant requested the Board go into executive session to consider the investigation of complaints against a public employee.

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

The Board went into executive session at 7:11 p.m.

Mr. Hickin motioned the board come out of executive session at 7:34 p.m. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

## HR ADMINISTRATOR:

- A. Laurie Mayle, Human Resources Administrator informed the Board, Part-time Firefighter Nathaniel Flowers resigned on December 6, 2019.

Mr. Spalding motioned to accept Nathaniel Flowers resignation. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- B. Ms. Mayle informed the Board Full-time Firefighter Harold Wolford will be retiring on February 7, 2020.

## ASSISTANT CHIEF:

- A. Jack Treinish, Assistant Chief, presented to the Board the list of capital account items in need of approval for encumbrance or purchase in 2019:

- a. Chief 402 vehicle and accessories - \$65,000.00
- b. Stryker Power Cots & Lucas devices - \$75,000.00 – 1<sup>st</sup> payment of 2.
- c. SCBA equipment for Station 401 rescue & medic - \$51,200.00
- d. New Engine 405 – tools - \$21,500.00
- e. New Tower 401 – tools - \$60,000.00
- f. Station 401 downstairs flooring & painting - \$38,000.00
- g. Station 402 driveway repair, drain repair and concrete repair - \$101,000.00
- h. Station 403 remodel - \$195,000.00
- i. Station 405 heating for storage garage - \$3,500.00
- j. Fleet Services Support Truck - \$75,000.00

AC Treinish informed the Board this is a total cost of all projects will be \$685,200.00. The Station 403 remodel will have to go out to bid.

Mr. Van Buren motioned to approve the list totaling \$685,200.00. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- B. AC Treinish requested to hire 2 Full-time Firefighter/Paramedics. The District is aware of two current employees who will be retiring this year.

Mr. Hickin motioned to hire two Full-time Firefighter/Paramedics from the current list. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- C. AC Treinish informed the Board, Battalion Chief Steve Bryan is contacting brokers concerning the sale of the tower.

- D. AC Treinish informed the Board there was two bids received concerning the Station 402 drain repair. This will be a 2' x 2' basin in front of the bay doors, it will run to the creek/ditch line on York Road by an 18" channel filled with gravel to be compacted. The bids were from Thayer Construction - \$30,217.00 and K & N Excavating - \$30,605.00.

Mr. Hickin motioned to accept Thayer Construction's bid of \$30,217.00. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- E. AC Treinish presented the Board with three bids for the Station 403 south wall metal and insulation repair & installation.

Three bids were received for this project:

- a. ML Exteriors - \$4,865.00
- b. Frontier Remodeling - \$8,700.00
- c. Pelican Ranch - \$38,000.00

All bids are for 26 gauge steel and 2” foam rigid to hold insulation up. AC Treinish will verify all bids are comparable in materials.

Mr. Van Buren motioned to approve entering into a contract for up to \$9,000.00 for this project. Mr. Hickin seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

#### **ASSISTANT CHIEF:**

- A. Joseph Krouse, Assistant Chief, informed the Board the December 2019 activity report is contained in their packet.

Mr. Spalding stated he noticed the run times continue to decrease on the activity reports. This is wonderful news for the District.

- B. AC Krouse presented the Board with a heat map for the 2019 motor vehicle accidents and a heat map with the total activity for 2019.
- C. AC Krouse informed the Board one of the interns has been hired as a Part-time Firefighter with the District. This opens up a vacancy for an intern position and would like to offer the position to Danielle Lesko as she has completed her Fire I training.

Mr. Hickin motioned to offer the intern position to Danielle Lesko. Mr. Spalding 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 to the Board Resolution 2019-12 *Resolution for The 2020 Temporary Appropriations Budget.*

Mr. Hickin motioned to adopt Resolution 2019-12. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- B. Ms. Hubner presented to the Board Resolution 2019-13 *Resolution For Additional And Supplemental Appropriations For The Current Expenses And Other Expenditures For Year Ending December 31, 2019.*

Mr. Denton motioned to adopt Resolution 2019-13. Mr. Spalding seconded. Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes; Hickin – yes; Wetzel – yes. **Motion carried.**

- D. Ms. Hubner informed the Board at the last meeting the motion contained in Laurie Mayle’s hiring included paying insurance co-pays and should have been no employee pick up.

Mr. Hickin motioned Laurie Mayle, HR Administrator would have no employee pick up on insurance benefits. Mr. Denton 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 the District is ramping up its social media activity. The District will be publishing the monthly stats on the Monday following the Board meeting.

Mr. Van Buren inquired if the District is getting any private messages on Facebook.

Ms. Lesko stated there have been private messages which the individuals are contacted and provided with the answer.

**LOCAL 3025:**

Firefighter Tom Barnhill informed the Board the annual Toy Drive distribution is this Saturday the 14<sup>th</sup> of December, 2019 from 9 a.m. until noon at the YMCA. There are currently 85 families the Toy Drive is providing for.

AC Treinish stated there are 10 – 15 guys who really bust their tails for the Toy Drive and he wants to recognize all the work they do.

**OPEN DISCUSSION – BOARD COMMENTS:**

Mr. Little recognized Marshall Spalding for all of his hard work and appreciate his support for the Fire District.

Mr. Van Buren inquired if the cost of inspections is being covered by the current fees or if they need to be adjusted.

Mr. Van Buren informed the Board the Outville Christmas Parade is Saturday, December 14<sup>th</sup>, 2019 at 3:00 p.m.



There being no further business, Mr. Van Buren adjourned the meeting at 8:49 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.