



West Licking Joint Fire District

851 East Broad Street
Pataskala, Ohio 43062

Board of Trustees

MEETING MINUTES

August 16, 2018

Mark Van Buren opened the meeting at 7:00 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Dan Wetzel – absent
Harrison – Mark Van Buren
Etna – Jeff Johnson

Kirkersville – Brian Denton
Pataskala – Tim Hickin – absent
Reynoldsburg – Marshall Spalding

APPROVAL OF MINUTES:

Mr. Denton motioned to approve the July 12, 2018 Regular Board Meeting minutes. Mr. Spalding seconded.
Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

Mr. Spalding motioned to approve the July 18, 2018 Special Board Meeting minutes. Mr. Johnson seconded.
Vote: Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

Mr. Spalding motioned to approve warrants 9975 - 10076. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

ADMINISTRATOR:

A. Steve Little, Interim Administrator, provided the Board the Sick Leave Transfers policy for their review and adoption.

Mr. Van Buren inquired as to the highlights of the policy.

Mr. Little stated the policy allows for a systematic transfer when there is no break in service between employers, the leave will be classified as “Old Sick Leave”, it can never be paid out and is only able to be utilized after all other earned sick leave hours have been exhausted.

Mr. Van Buren inquired from Tom Barnhill, Local 3025 President if the union reviewed the Sick Leave Transfers policy.

Mr. Barnhill stated they had reviewed it.

Mr. Denton motioned to adopt Policy 600.11 Sick Leave Transfers. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

CHIEF:

- A. Chief Todd Magers informed the Board the Squad is on track and the final inspection should be the end of this month.
- B. Chief Magers stated the new imagers are in.
- C. Chief Magers stated the budget included \$45,000.00 for PPE in the 1 MILL account and would like approval to purchase up to \$45,000.00 of PPE from the 1 MILL account.

Mr. Van Buren motioned to purchase up to \$45,000.00 of PPE. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

- D. Chief Magers informed the Board, Brian Neighbor, Full-time Firefighter/Paramedic, is resigning his position and returning to Newark Fire effective August 21, 2018.

Mr. Denton motioned to accept Brian Neighbor’s resignation. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

Mr. Denton motioned to hire a Full-time Firefighter into the vacant position. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

Mr. Spalding motioned to accept the resignations of Sara Nethers and Brandon J. Thompson from their Part-time Firefighter positions. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

- E. Chief Magers informed the Board 26 applicants have signed up for the CPAT testing.
- F. Chief Magers requested the October 11, 2018 Board Meeting be held at Station 405, 13112 Morse Rd. SW, Pataskala, OH. The Board agreed. Discussion concerning the Dedication ceremony of Station 405.

It was decided the Dedication ceremony would be at 6:00 p.m. on October 11, 2018 followed by the regularly scheduled Board Meeting.

ASSISTANT CHIEF:

- A. Jack Treinish, Assistant Chief, informed the Board
 1. Station 401 – The siding and windows will be in next week.
 2. Station 402 – 13 trees were removed along York Rd. for line of sight by Hysong Tree Service at a cost of \$2,500.00.
 3. Station 403 – There are 2 areas where the insulation has fallen out from between the walls and needs repaired.
 4. Station 405 – Punch list next Friday.
- B. AC Treinish informed the Board the Captain’s exams are two-thirds complete.

ASSISTANT CHIEF OF EMS:

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

- B. AC Krouse informed the Board, the District would like to purchase two Lifepak 1000's at a cost of \$7,020.04. \$4,650.00 of the cost would be paid with the Ohio EMS Grant funds the District was awarded. The final cost to the District would be \$2,370.04.

Mr. Spalding motioned to purchase the two Lifepak 1000's. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

FISCAL OFFICER:

- A. Donna Hubner, Fiscal Officer, presented Resolution 2018-11 Resolution For Additional And Supplemental Appropriations For The Current Expenses And Other Expenditures For Year Ending December 31, 2018.

Mr. Denton motioned to approve Resolution 2018-11. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

- B. Ms. Hubner presented Resolution 2018-12 Resolution Accepting The Amount And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor.

Mr. Van Buren motioned to approve Resolution 2018-12. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

ADMINISTRATIVE PROFESSIONAL:

- A. Leanne Lesko, Administrative Professional, informed the Board there is a post from the District's Facebook page contained within their packet complimenting the Department.

- B. Ms. Lesko informed the Board there are three Part-time Firefighters who have failed to fulfill their obligation of 24 hours per month for the past several months and have not responded to phone calls, emails or certified mail. They were notified if they did not respond to fulfill the requirement they would be terminated. The three Part-time Firefighters are Jason Hood, Dylan Mullen and Zachary Mills.

Mr. Johnson motioned to terminate Jason Hood, Dylan Mullen and Zachary Mills. Mr. Van Buren seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

- C. Ms. Lesko informed the Board, contained within their packet is a list of surplus items consisting of a broken tripod and expired bulletproof vests.

Chief Magers stated he will determine exactly what can be done with the expired vests prior to them being disposed.

Mr. Johnson voted to surplus the items on the list dated August – 2018. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

LOCAL 3025:

Tom Barnhill, Union President informed the Board on September 15, 2018 they will be holding a Poker Run to raise money for the Toy Drive.

Mr. Barnhill stated this Saturday, August 18th during the Pataskala Street Fair Parade they will be collecting for MDA.

EXECUTIVE SESSION:

Mr. Van Buren motioned to go into executive session to consider the employment of a public employee ORC 121.22.01. Mr. Johnson seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

The Board went into executive session at 7:38 p.m.

Mr. Denton motioned to come out of executive session at 8:15 p.m. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

Mr. Denton stated that it is with deep regret the Board is accepting the resignation of Steve Little effective August 31, 2018. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

AC Treinish inquired if the Board wanted to move forward with the mock up idea for new signage at all of the stations. The Board was in agreement to move forward with the new signage.

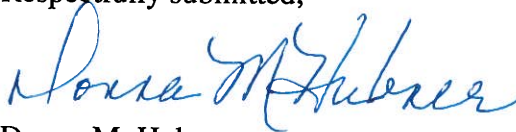
AC Treinish will present final mock up drawings for all of the stations at the September 2018 Board Meeting.

Mr. Van Buren motioned to hire Steven Little as a consultant beginning September 1, 2018, at a rate of \$50.00 per hour with a maximum of 60 hours per month. Mr. Little is to maintain his own liability insurance. Mr. Denton seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

Mr. Johnson motioned to permit Mr. Van Buren to enter into the contract with Mr. Little on behalf of the Board of Trustees. Mr. Spalding seconded. **Vote:** Denton – yes; Johnson – yes; Spalding – yes; Van Buren – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 8:20 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.