



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

Board of Trustees

MEETING MINUTES

December 17, 2020

Mark Van Buren opened the rescheduled meeting at 6:12 p.m.

ROLL CALL:

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

Kirkersville – Brian Denton
Pataskala – Tom Lee
Reynoldsburg – Stacie Baker - absent

APPROVAL OF MINUTES:

Mr. Denton motioned to approve the October 08, 2020 Regular Board Meeting minutes. Mr. Van Buren seconded. Vote: Denton – yes; Johnson – yes; Van Buren – yes; Lee – yes. **Motion carried.**

Mr. Baker joined the meeting

Mr. Van Buren motioned to approve the November 23, 2020 Special Board Meeting minutes. Mr. Lee seconded. Vote: Denton – yes; Johnson – abstain; Baker – yes; Van Buren – yes; Lee – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Denton motioned to approve the October and November 2020 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Van Buren seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Denton motioned to approve the October and November 2020 warrants 12931 – 13114. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes. **Motion carried.**

CHIEF:

- A. Chief Todd Magers informed the Board operationally things are going well now. There was a time when approximately 20 people were off due to COVID exposure.
- B. Chief Magers thanked Etna Township for the CARES money.
- C. Chief Magers informed the Board there are three vehicles needing to be surplus, a 2009 GMC Yukon with over 200,000 miles, the 2002 F150 old plow truck, and a 2006 Pierce Contender.

Mr. Denton motioned to surplus the three vehicles. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes. **Motion carried.**

- D. Chief Magers informed the Board, all of the new rescue tools are in and would like to surplus the old tools to CTEC who will provide the District with \$7,000.00 in training credit. This is equivalent to four training sessions in the burn building with CTEC providing all of the equipment.

Mr. Van Buren motioned to surplus the rescue tools to CTEC. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes. **Motion carried.**

- E. Chief Magers informed the Board he would like them to consider giving the crews a COVID day, an extra day off or something for all of the hard work and dedication they have put in during these trying times. If the Board would think about this and have further discussions next month about it.

ADMINISTRATOR:

- A. Laurie Mayle, Administrator informed the Board the District has hired 6 new part-time Firefighters. Also, two of the District's interns were hired as part-time firefighters. All 8 of them are currently going through a two week boot camp which is overseen by Captain Lowe.
- B. Ms. Mayle informed the Board, contained within their packet are the resignations from two full-time firefighters – Sean Flaherty who was accepted into Columbus Fire Academy and Kyle Rehl who accepted a position with Newark Fire Department and one part-time firefighter – Matthew Lugar who decided to pursue his full time career with Lancaster Fire.
- C. Mr. Denton motioned to accept the resignations of Sean Flaherty, Kyle Rehl and Matthew Lugar. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes. **Motion carried.**
- D. Ms. Mayle updated the Board on the Captain promotional testing. Two were promoted to the Captain's positions. These took effect on December 12, 2020 at the start of the new pay period.
- E. Ms. Mayle informed the Board a Full-time Firefighter test will be offered in January of 2021.
- F. Ms. Mayle informed the Board their checks are ready would they prefer them mailed or want to pick them up. The Board concurred to have them mailed.

Mr. Wetzel joined the meeting.

- G. Ms. Mayle updated the Board concerning the two individuals who traveled out of state during the declared stay at home order by the Governor back in April, the arbitration hearing will be held this coming Monday and following it the attorneys will need to submit briefs and Ms. Mayle expects the District will receive a decision in February 2021.
- H. Ms. Mayle informed the Board the District was contact by Mount Carmel concerning HB 151 and they are wanting to contract with the District for qualified paramedics for respiratory, vaccine clinics, ER and rapid response team. If the District did this Mount Carmel would contract with the District at a rate if \$70.11 to utilize our employees. There is an agreement that the District would enter into with Mount Carmel. This dollar amount would be reimbursing our costs for the overtime.

Mr. Van Buren inquired if the employee would be covered by the District's insurance or Mount Carmel.

Ms. Mayle stated she has inquired as to who is covering the employee.

Mr. Van Buren stated Mount Carmel should hire the employees directly. The District doesn't need to subsidize Mount Carmel.

Mr. Wetzel stated he agrees the District does not need to subsidize Mount Carmel.

I. Ms. Mayle informed the Board E-One did not make the December 11, 2020 deadline. Final inspection on the tower is scheduled for January 5th thru 7th. They will be flying DeWitt to the factory and the District is anticipating to take delivery the end of January 2021.

J. Ms. Mayle updated the Board on the property with Reynoldsburg. Mr. Fishel is doing an assessment of the land to make sure there isn't a deed restriction to prohibit the construction of the fire house on the property.

Mr. Baker stated the first reading will be on January 11, 2021 on the transfer of the property to the District.

Ms. Mayle stated she emailed out the top three scoring RFQ's – Moody Nolan, Williams Architect, and Mull & Weithman. How would the board like to proceed with the RFQ process? Would you want to do interviews or zoom meetings to determine who is the most qualified to proceed with the project.

Ms. Mayle suggested the Board set up interviews with the top two or three and proceed from there.

Mr. Van Buren suggested setting up interviews at the beginning of the January 2021. The Board concurred.

K. Ms. Mayle informed the Board there is a personnel matter which has been discussed with Marc Fishel and Mr. Fishel is requesting to hire investigator Doug Duckett at the cost \$195.00 per hour to billed through Mr. Fishel's law firm.

Mr. Denton motioned to approve Marc Fishel hiring Doug Duckett to conduct the investigation concerning an employee. Mr. Johnson seconded. Vote: Denton – yes; Johnson – yes; Baker – ; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

FISCAL OFFICER:

A. Donna Hubner, Fiscal Officer presented Resolution 2020-11 *2021 Temporary Appropriations Budget.*

Mr. Denton motioned to adopt Resolution 2020-11. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Baker – ; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

B. Ms. Hubner presented Resolution 2020-12 *A Resolution for Additional and Supplemental Appropriations for the Current Expenses and Other Expenditures for Year Ending December 31, 2020.* The General Fund Capital Outlay appropriations increase is to pay off the engine the District financed in 2019 and the 1 MILL Fund appropriations increase is for the chassis remount approved in October and to order a new medic.

Mr. Denton motioned to adopt Resolution 2020-12. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

ADMINISTRATOR:

L. Ms. Mayle informed the Board the District is expecting to receive approximately \$140,000.00 from the BWC dividend which will be received later this month.

M. Ms. Mayle updated the Board on the flooring project for the lower level at Station 401. The cost of the project is currently \$30,000.00 and an additional purchase order needs to be opened.

Ms. Hubner stated current there is a PO for \$25,000 and the District needs the Board to approve the additional \$5,000.00 to cover the costs of baseboard upgrades.

Mr. Wetzel motioned to approve the additional \$5,000.00 to complete Station 401 lower level floors. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- N. Ms. Mayle informed the Board the District would like to proceed with Phase 4 of Station 402's drainage. The engineers estimate for the project is \$30,000.00.

Jack Treinish, Assistant Chief informed the Board this is to install a drain channel along the new drive and side of the building from the southeast corner. This is the final phase of the plans and will connect into the drainage that was previously installed.

Mr. Wetzel motioned to proceed with Phase 4 of the drainage at Station 402 at cost not to exceed \$30,000.00. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- O. Ms. Mayle informed the Board the District would to purchase a renegade lift jack for the mechanic so the vehicle is lifted so tires are able to be rotated at a cost not to exceed \$8,500.00.

Mr. Denton motioned to purchase the lift jack for \$8,121.00. Mr. Johnson seconded.

Mr. Van Buren motioned to amend the pricing to \$8,500.00. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

Vote on the motion as amended. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- P. Ms. Mayle informed the Board the District wants to pay off E405 with the supplemental appropriations just passed.

Mr. Lee motioned to pay off E405 from the General Fund Capital Outlay. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- Q. Ms. Mayle informed the Board the District would like to issue the purchase orders to Horton for the chassis remount of M401 in the amount \$160,000.00 and to purchase a new medic for \$260,182.00.

Mr. Denton motioned to issue a purchase order in the amount of \$160,000.00 to Horton for the chassis remount of M401. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

Mr. Van Buren motioned to issue a purchase order in the amount of \$260,182.00 to Horton for the purchase of a new medic. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- R. Ms. Mayle informed the Board the District needs to update the plumbing and remodel the bathroom at war room. The cost to do the project is \$8,600.00. AC Treinish has received a couple estimates and Frontier Remodeling was the lowest and best bid.

Mr. Lee motioned to enter into a contract with Frontier Remodeling to remodel the bathroom and update the plumbing at the war room at cost not to exceed \$8,600.00. Mr. Baker seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- S. Ms. Mayle informed the Board the cost to install the gas lines and heating system in the storage barn at Station 405 will be approximately \$7,500.00.

Mr. Wetzel motioned to spend up to \$7,500.00 to install gas lines and a heating system in the storage barn at Station 405. Mr. seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- T. Ms. Mayle informed the Board the District would like to proceed with updating the Training Room and creating an Emergency Operations Center that can be utilized during natural disasters. This will update the computer technology in the room to improve the efficiency during training, allow for remote training and when being utilized for remote meetings. The cost is expected to be approximately \$35,000.00.

Mr. Denton motion to spend up to \$35,000.00 for the EOC technology. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- U. Ms. Mayle informed the Board the District needs to purchase two portable radios from CDG at a cost of \$9,905.40. This is to keep up with the replacement schedule the District has in place.

Mr. Denton motioned to purchase two portable radios from CDG at a cost of \$9,905.40. Mr. Lee seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- V. Ms. Mayle informed the Board the District decided to purchase a new Chief's vehicle from Ricart Ford at a cost of \$49,532.00. The only items the District will need to add to the SUV is the radio and decals to the vehicle.

Mr. Van Buren inquired as to when the District would take delivery of the vehicle.

Chief Magers stated the vehicle would be ready in approximately 4 – 5 months.

Mr. Denton motioned to purchase a new Chief's vehicle from Ricart Ford at a not to exceed price of \$49,532.00. Mr. Wetzel seconded. Vote: Denton – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

- W. Ms. Mayle stated there was a concern raised about response time on fire this past Friday.

Mr. Wetzel stated he doesn't think it is the response time.

Chief Magers stated AC Krouse is looking into the dispatch times. It took four minutes for the 911 Center to dispatch the trucks and the trucks were on scene within four minutes. The first 911 call was at 19:29 and we had water on the fire at 19:39 so with a four minute delay in being dispatched the crews had water on the fire within 10 minutes of the first call.

Mr. Wetzel stated he was told there was a malfunction with hoses.

Chief Magers stated if Mr. Wetzel likes they can meet and go over everything.

Mr. Van Buren suggested bringing the property owner in also and meeting with them to go over everything that happened and see exactly what the issues are.

Ms. Mayle wanted to give a huge shout out to the community for their response to the Toy Drive. The need was of a huge magnitude this year.

AC Treinish informed the Board, the Toy Drive assisted along with the Salvation Army 320 children in the District. In addition to this with Impact City Church the Toy Drive assisted 5 good sized families, 2 families with Big Brothers and 8 families with Pataskala Outreach.

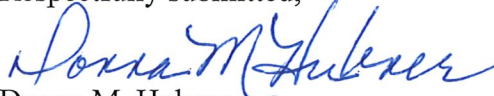
Nicholas Rhodes, Firefighter who is the coordinator of the Toy Drive for Local 3025 was surprised today by CME Credit Union and awarded the Hometown Hero Award for everything his does for the community and Toy Drive.

Mr. Lee stated he believes it is important the Board do something for the employees for all of their efforts during the pandemic.

Mr. Wetzel stated the District should look into purchasing a scissor lift instead of renting one for projects and to utilize in place of the steps and landing at Station 402. Possibly an all-terrain lift and trailer


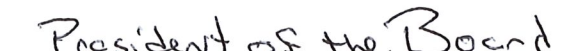
There being no further business, Mr. Van Buren adjourned the meeting at 7:57 p.m.

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.