



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

Board of Trustees

MEETING MINUTES

January 11, 2024

Donna Hubner opened the meeting at 7:02 p.m.

ROLL CALL:

Jersey – Dan Wetzel

Harrison – Mark Van Buren

Etna – Mark Evans

Hebron – Kenney Nauer

Kirkersville – Jim Kincaid II

Pataskala – Tom Lee

Reynoldsburg – Stacie Baker - Absent

ELECTION OF OFFICERS:

Ms. Hubner asked for nominations from the floor for President. Mr. Lee nominated Jim Kincaid for President. Mr. Van Buren seconded.

Mr. Van Buren motioned to close the nominations for President. Mr. Lee seconded. Vote to close nomination: Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – abstain; Evans – yes; Nauer – yes. **Nominations closed.**

Vote to elect Mr. Kincaid as President: Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – abstain; Evans – yes; Nauer – yes. **Motion carried.**

Ms. Hubner asked for nominations from the floor for Vice President. Mr. Kincaid nominated Dan Wetzel for Vice President. Mr. Wetzel respectfully declined the nomination for Vice President. Mr. Wetzel nominated Mr. Van Buren for Vice Present. Mr. Lee seconded.

Mr. Van Buren motioned to close the nominations for Vice President. Mr. Lee seconded. Vote to close nominations: Van Buren – yes; Kincaid – yes; Lee – yes; Wetzel – yes; Evans – yes; Nauer – yes. **Nominations closed.**

Vote to elect Mark Van Buren as Vice President: Lee - yes; Wetzel – yes; Van Buren – yes; Kincaid – yes; Evans – yes; Nauer - yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Wetzel motioned to approve the December 13, 2023, Rescheduled Board Meeting minutes. Mr. Van Buren seconded. Vote: Kincaid – yes; Nauer – Abstain; Evans – Abstain; Van Buren – yes; Lee – yes; Wetzel – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Wetzel motioned to approve the December 2023 Bank Reconciliation, STAR Ohio Investment, and CDARS Statements. Mr. Lee seconded. Vote: Nauer – Abstain; Kincaid - yes; Evans – abstain; Van Buren – yes; Lee –; Wetzel – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Wetzel motioned to approve the December 2023 warrants 16929 – 17059.

Mr. Wetzel questioned the architects for \$10,355. Ms. Hubner confirmed it was part of the construction payment.

Mr. Wetzel questioned the mileage reimbursement for Ms. Mayle. Ms. Mayle stated she keeps track of her mileage and expenses to attend meetings/events such as Safety Council meetings and then for the entire year and submits them for reimbursement. Travel costs to/from Safety Council meetings. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans– yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer - yes. **Motion carried.**

FIRE CHIEF:

- A. Todd Magers, Fire Chief, informed the Board the District is expected to be impacted by the solar eclipse on April 8, 2024, and is working on a plan. Chief Magers stated the event may impact the traffic on I-70 along with State Routes 40, 310 and 161. A meeting with EMA is scheduled for Thursday, January 18th at 0830. Board members are welcome to attend. The last solar eclipse in our area occurred in the 1800's.
- B. Chief Magers informed the Board that they are just beginning to look at the possibility of purchasing a new rescue. Currently looking at options and how to pay for the truck. Discussion regarding payment options occurred. Mr. Lee asked for a cost breakdown and possible options to be brought to the next board meeting. Chief Magers announced that the District has solid back up trucks thanks to our mechanics. All of the recent work DeWitt has done has saved a ton of money for the District.
- C. Chief Magers invited all Board members to an Awards Banquet that is scheduled for Saturday, February 17 at the Wigwam in Pickerington.
- D. Chief Magers informed the Board, the bucket on Tower 403 is good to go. The pump passed and today they started testing the ladders. Brakes and tires are due on the truck. The crews are conducting a driving course training at Station 402 to help with the wear and tear of the brakes and tires.
- E. Chief Magers stated they are looking at putting a pick-up at Station 403 to assist on EMS calls and relieve the Tower running on so many calls.
- F. Chief Magers announced the Admin Chiefs are discussing the possibility of running a BLS truck. This apparatus would run on calls that do not call for advanced care such as a cardiac call. They would respond to calls such as sprained ankle, some illnesses, etc. A further look into this is necessary along with how it may affect the EMS billing.

Mr. Wetzel inquired about the cost savings. Chief Magers stated that the EMS Coordinator, Ginger Wortman, is currently working on that report.

- G. Chief Magers announced the Strategic Plan should be ready to present at the February meeting.

Mr. Van Buren inquired about what make of truck is being looked at for the rescue. Chief Magers stated the committee determined they preferred the layout of a Sutphen.

ASSISTANT CHIEF:

- A. Jack Treinish, Assistant Chief, informed the Board there was a recent gas leak at old Station 401 that happened inside the building. After much research and help from former Chief Ken Mathews, the building is back up and running.

- B. AC Treinish informed the Board, Boat 406, the big boat is out of the water and being stored at old 401s.
- C. AC Treinish announced there was a meeting yesterday and today regarding new Station 403. Very happy with the project and the progress so far. All permits are good and ready to roll.
- D. Cumberland Chase HOA attended the meeting. Discussion regarding the water at the new location of Station 403. The HOA is currently paying for all of the water fees for this building, it was paid for by the HOA. AC Treinish stated we were just made aware of it and will do our own tap. The building we are now reconstructing was considered to be a community center and the water fees were paid for through the HOA.
- E. AC Treinish announced that new Station 404 is going well, and it is planned to be completed with a possible move-in date of January 24th or 25th. AC Treinish requested to not do a grand opening right away.

ASSISTANT CHIEF EMS:

- A. Joseph Krouse, Assistant Chief, informed the Board the December 2023 EMS stat reports along with a snapshot of all of the EMS runs for 2023 are contained in their packet if they have any questions. There was a total of 8,565 runs in 2023.

AC Krouse anticipates approximately 9,000 runs for 2024. The crews are experiencing an average of 24 runs per day. The District has seen an increase of about 4,000 runs in 10 years.

ADMINISTRATOR:

- A. Laurie Mayle, Administrator, presented to the Board, the surplus a variety of old and outdated items from old station 404.

Mr. Van Buren motioned to surplus the unneeded items from old station 404. Mr. Lee seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer - yes. **Motion carried.**

- B. Ms. Mayle presented to the Board, the contract with Keytel Systems is up for renewal.

Mr. Lee motioned to renew the contract for Ischy Technology and Keytel Systems for 2024. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer - yes. **Motion carried.**

- C. Ms. Mayle presented to the Board the bid from Jagger Construction LLC. They were the low bid for the bike path at Station 404. The RFP projected cost from Moody Nolan Architects was \$285,500. The final contract amount from Jagger to do the bike path was \$314,050. A paved, 8' wide bike path/walkway that included bridges, grass, and gravel. Other bids received from contractors, Robertson Construction, were close to \$600,000.

Mr. Van Buren inquired about any money from the state, any grants? Ms. Mayle stated they are looking into that and hoping. There are no guarantees but certainly worth looking into.

Mr. Wetzel motion to approve the bid from Jagger Construction LLC in the amount of \$314,050 for the bike path. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer - yes. **Motion carried.**

- D. Ms. Mayle presented to the Board, Change Order #9. Discussion regarding possible errors and omission from Moody Nolan and what the next steps may be.

Mr. motioned to approve Change Order #9 in the amount of \$52,073.93. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer - yes. **Motion carried.**

Mr. Baker joined the meeting at 7:53 p.m.

FISCAL OFFICER:

- A. Donna Hubner, Fiscal Officer presented the contract renewal with Fishel, Downey, Albrect, & Riepenhoff LLP.

Mr. Wetzel motion approve the contract with Fishel, Downey, Albrect, & Riepenhoff LLP. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- B. Ms. Hubner presented the following Resolutions:

1. **Resolution 2024-01:** *Authorize Fiscal Officer to move money within a Fund on the Object Level.*
2. **Resolution 2024-02:** *Authorize Fiscal Officer to create Blanket Certificates as needed, with an expiration date of December 31, 2024.*
3. **Resolution 2024-03:** *Authorize Fiscal Officer to secure first half of 2024 tax advances from the Licking County Auditor.*
4. **Resolution 2024-04:** *Appropriate \$2,500 for miscellaneous food purchases to provide food for the firefighters and/or FMs at fire scenes, by presiding Officer's decision.*

Mr. Wetzel motion to adopt Resolutions 2024-01, 2024-02, 2024-03 and 2024-04. Mr. Lee seconded. Vote: Kincaid – yes; Evans – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

COMMITTEES:

Mr. Kincaid asked the Board members to contact him to let him know what committees each member would like to be a part of.

WEST LICKING FIREFIGHTER ASSOCIATION:

Mr. Chris Bitler announced the new Association President is John Rinard. Nothing else to report.

LOCAL 3025:


Brice Mapel, Local 3025 Secretary/Treasurer shared the news that the Toy Drive was a success and helped over 400 children in the area.

Mr. Mapel announced the Local 3025 Insurance Committee met with the administrative staff to work through the insurance issues many members are experiencing.

Mr. Van Buren suggested starting all Board meetings for 2024 at 6 p.m. to give time to get through all of the information. All members agreed to have all Board meetings begin at 6 p.m.

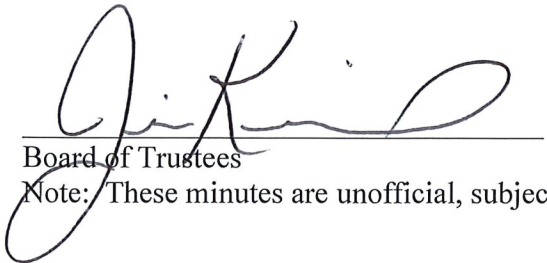
There being no further business, Mr. Kincaid adjourned the meeting at 8:03 p.m.

Respectfully submitted,



Donna M. Hubner
Fiscal Officer

APPROVED:



Board of Trustees

President

Title

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