



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

*Board of Trustees*

## MEETING MINUTES

January 12, 2023

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Donna Hubner, Fiscal Officer opened the meeting at 7:00 p.m. and led the Pledge of Allegiance.

### ROLL CALL:

|                           |                                 |
|---------------------------|---------------------------------|
| Jersey – Dan Wetzel       | Kirkersville – James Kincaid II |
| Harrison – Mark Van Buren | Pataskala – Tom Lee – absent    |
| Etna – Jeff Johnson       | Reynoldsburg – Stacie Baker     |
| Hebron – Randy Wolf       |                                 |

### ELECTION OF OFFICERS:

Ms. Hubner asked for nominations from the floor for President. Mr. Wetzel nominated Mark Van Buren for President. Mr. Johnson seconded.

Mr. Johnson motioned to close the nominations for President. Mr. Wolf seconded. Vote to close nomination: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Nominations closed.**

Vote to elect Mr. Van Buren as President: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

Ms. Hubner asked for nominations from the floor for Vice President. Mr. Van Buren nominated Dan Wetzel for Vice President. Mr. Johnson seconded.

Mr. Johnson motioned to close the nominations for Vice President. Mr. Wolf seconded. Vote to close nominations: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – abstain; Wolf – yes. **Nominations closed.**

Vote to elect Dan Wetzel as Vice President: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – abstain; Wolf – yes. **Motion carried.**

### OPEN DISCUSSION:

Jay Boone, Moody Nolan; Daniel Moore, Robertson Construction; Christian Robertson, Robertson Construction present to update the Board concerning new Station 404 and the construction delays and stabilization costs. Due to the winter weather the stabilization of the soil is going to increase in cost since stone is the only option available. The cost of the additional stone is approximately \$108,000.00.

Mr. Kincaid motioned to approve \$108,000 increase in a change order for the stabilization of the soil. Mr. Wetzel seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

### APPROVAL OF MINUTES:

Mr. Wolf motioned to approve the December 15, 2022 Regular Board Meeting minutes. Mr. Johnson seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

**APPROVAL OF FINANCIAL STATEMENTS:**

Mr. Wetzel motioned to approve the December 2022 financial statements. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

**APPROVAL OF VOUCHERS:**

Mr. Wetzel motioned to approve the vouchers for December 2022. Mr. Johnson seconded. Vote: Kincaid – abstain; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

**CHIEF:**

A. Todd Magers, Chief updated the Board on the accreditation costs. The total cost will be approximately \$50,000.00. This cost includes the hiring of a part-time accreditation assistant at \$45.00 per hour and no more than 20 hours per week. The process to become accredited is approximately two years. This will give the District the ability to share information with other fire departments across the United States. AC Krouse would be the manager of the project. The District would like to hire Tom O'Brien as the part-time assistant. He has assisted two other departments in this process and is a retired Assistant Chief from the City of Newark.

Mr. Wetzel motioned to hire Tom O'Brien as the accreditation assistant at an hourly rate of \$45.00 not exceed 20 hours per week. Mr. Kincaid seconded. Vote: Kincaid – abstain; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

B. Chief Magers informed the Board, the District has started specking for a new rescue. It is approximately 18 month build time once all of the spec design is completed.

Mr. Van Buren inquired if the District has an updated vehicle replacement for the District.

Chief Magers stated that is part of the accreditation and it is currently being updated.

C. Chief Magers informed the Board, the District will be taking the old engine from Hebron and having the rails replaced.

D. Chief Magers informed the Board, informed the Board GoRuck is a for profit company.

Mr. Kincaid motioned to rent the training facility to GoRuck. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

**ASSISTANT CHIEF:**

A. Jack Treinish, Assistant Chief, informed the Board, GenSet 1 came and was able to repair station 403's generator.

B. AC Treinish informed the Board, during the winter storm, Station 401 had louvers and shingles come off. Station 402 had a pipe freeze up. Station 403 had a water pipe that froze and broke. Station 405 had water coming through the bathroom ceiling and with further investigation found the ridge cap had blown over from the wind allowing snow to accumulate in the attic.

C. AC Krouse informed the Board, the District responded to 110 runs during those three days.

D. AC Treinish informed the Board, T403 was having a road gear issue that the mechanics were able to repair.

- E. AC Treinish informed the Board, the part-time mechanic would not be an advantageous venture.
- F. AC Treinish informed the Board, the Lieutenant promotional testing are complete and the top two candidates were promoted and they are: Lt. Brice Mapel, Lt. Nicholas Rhodes.

**ASSISTANT CHIEF EMS:**

- A. Joseph Krouse, Assistant Chief, informed the Board contained within their packet is the EMS stats for the last month; December 2022. The District had 8,008 runs for all of 2022.
- B. AC Krouse presented to the Board, the District needs to purchase from Stryker a power load cot and load system. The cost of this is \$60,000.00.

Mr. Kincaid motioned to purchase a power load cot at load system at a not to exceed cost of \$60,000.00. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- C. AC Krouse presented to the Board, the District needs to purchase a 4 new iPads for the prevention bureau. The cost of this is approximately \$6,000.00.

Mr. Kincaid motioned to purchase 4 iPads at a cost of \$6,000.00. Mr. Johnson seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

AC Krouse informed the Board both Station 405 and 404 delivered babies this past month.

**ADMINISTRATOR:**

- A. Laurie Mayle, Administrator, reminded the Board, pictures would be taken this evening after the meeting.
- B. Ms. Mayle informed the Board, the District believes the two mechanics deserve an increase of \$5,000.00 in their annual salary.

Mr. Kincaid motioned to increase the two mechanics annual salary by \$5,000.00 each. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- C. Ms. Mayle reviewed with the Board, the memorandum of understanding with the City of Reynoldsburg concerning the bike path. It states once final occupancy is issued the District will put in an eight foot path within 24 months.

Mr. Van Buren stated the Licking County Park District has grants available for 2023. They have \$750,000.00 designated for grants in 2023.

Mr. Kincaid motioned to enter into the MOU with the City of Reynoldsburg. Mr. Wetzel seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

**FISCAL OFFICER:**

- A. Donna Hubner, Fiscal Officer presented the following Resolutions:
  - a. *2023-01 Authorize Fiscal Officer to move money within a Fund on the Object Level;*

- b. 2023-02 Authorize Fiscal Officer to create Blanket Certificates as needed with an expiration date of December 31, 2023;
- c. 2023-03 Authorize Fiscal Officer to request Licking County Auditor for Tax Advances as available in 2023;
- d. 2023-04 Appropriate \$2,500 for miscellaneous food purchases to provide food for the firefighters and/or FPOs at fire scenes, by presiding Officer's decision.

Mr. Kincaid motioned to approve Resolutions 2023-01 thru 2023-04. Mr. Johnson seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- B. Ms. Hubner presented Resolution 2023-05 *A Resolution For Additional And Supplemental Appropriations For The Current Expenses And Other Expenditures For Year Ending December 31, 2023.*

Mr. Kincaid motioned to approve Resolution 2023-05. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- C. Ms. Hubner informed the Board, the District has an invoice from ESO for the annual fees of \$29,878.20.

Mr. Kincaid motioned to approve and pay ESO fees of \$29,878.20. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Baker – yes; Van Buren – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- D. Ms. Hubner presented the 2023 meeting dates to the Board.

- E. Ms. Hubner informed the Board the District carryover is approximately \$5.6 million.

The Board discussed and decided to hold the February Board Meeting at Station 406 in Hebron. The address is 111 Basin St. Hebron, OH.

There being no further business, Mr. Van Buren adjourned the meeting at 9:04 p.m.

Respectfully submitted,

Donna M. Hubner  
Fiscal Officer

APPROVED:

Board of Trustees

President of Board  
Title

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