



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

*Board of Trustees*

## MEETING MINUTES

March 9, 2023

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Mark Van Buren, President 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

Hebron – Randy Wolf

Kirkersville – James Kincaid II

Pataskala – Tom Lee

Reynoldsburg – Stacie Baker – absent

### OPEN DISCUSSION:

### APPROVAL OF MINUTES:

Mr. Lee motioned to approve the February 9, 2023 Regular Board Meeting minutes. Mr. Kincaid seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

### APPROVAL OF FINANCIAL STATEMENTS:

Mr. Kincaid motioned to approve the February 2023 financial statements. Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

### APPROVAL OF VOUCHERS:

Mr. Kincaid motioned to approve the vouchers for February 2023. Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

### CHIEF:

- A. Todd Magers, Chief, presented to the Board, the District's accreditation timeline and discussed in detail the items listed.
- B. Chief Magers informed the Board, the District has one vacant Full-time Firefighter/Paramedic position open and with the award of the SAFER grant it provides the District with 9 full-time Firefighter/EMT/Paramedic positions.
- C. Chief Magers presented to the Board, a list of gas meter detectors and sniffers the District needs to replace. The total cost will be \$15,148.66

Mr. Lee motioned to purchase the new gas meter detectors and sniffer equipment at a cost of \$15,148.66. Mr. Wetzel seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

### ASSISTANT CHIEF:

- A. Jack Treinish, Assistant Chief, informed the Board, during the Lands and Buildings Committee meeting toured Station 401, 402 and 403. Discussed the roof on Station 401's apparatus bay.

AC Treinish has obtained three quotes 1) Frontier Remodeling Co. Inc - \$92,500.00; 2) Precision Construction - \$ 93,880.00; 3) Kaizen Contracting and Roofing - \$109,200.00.

Mr. Lee motioned to enter into a contract with Frontier Remodeling to replace Station 401 apparatus bay roof at a not to exceed price of \$92,500.00. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- B. AC Treinish informed the Board, at Station 401 to paint the ceiling grid and replace the ceiling tile in the kitchen and hallway upstairs. The two quotes received for this job are: 1) Eiginger Improvements LLC - \$6,000.00; Frontier Remodeling Co. Inc - \$7,500.00. Both companies have contracted with the District before and done excellent work.

Mr. Wetzel motioned to enter into a contract with Eiginger Improvements LLC to paint the ceiling grid and replace the ceiling tiles at a not to exceed price of \$6,000.00. Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- C. AC Treinish informed the Board, the CPAT process is scheduled for May 19, 20, 23 and 24.

#### **ASSISTANT CHIEF EMS:**

- A. Joseph Krouse, Assistant Chief, informed the Board contained within their packet is the EMS stats for February 2023.

- B. AC Krouse presented to the Board, 24/7 Online Training invoice in the amount of \$5,203.75 for approval.

Mr. Kincaid motioned to pay the invoice to 24/7 Online Training at a not to exceed cost of \$5,203.75. Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- C. AC Krouse presented to the Board, to purchase a Power load Cot from Stryker at a cost of \$63,163.23. The District has applied for a BWC grant and it would pay \$40,000 towards the purchase price and the District would need to pay \$23,163.23.

Mr. Lee motioned to purchase the Power load Cot from Stryker at a cost to the District after the BWC grant of \$23,163.23. Mr. Kincaid seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- D. AC Krouse informed the Board, New Medic 406 is the remount medic from Station 404 and should go into service next week.

- E. AC Krouse informed the Board, the District would like to surplus the chassis a 2017 Ford 550 from the remount.

Mr. Kincaid motioned to surplus the 2017 Ford chassis. Mr. Wolf seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

Mr. Van Buren suggested to AC Treinish to get quotes to outfit the Ford chassis with a flatbed and salt spreader before listing it on GovDeals.

#### **ADMINISTRATOR:**

- A. Laurie Mayle, Administrator, informed the Board, there was an IT email breach. It was contained within one hour. The District will need to go to a two-step authentication process.

- B. Ms. Mayle informed the Board, the District will be doing a Business meet and greet at Station 406 on March 23<sup>rd</sup> from 10:00 am – 1:00 pm.
- C. Ms. Mayle reviewed with the Board, the District and Insurance committee has interviewed three different Insurance Broker. The District and Insurance committee would like to recommend Waypoint Benefits Solutions.

Mr. Wolf motioned to change insurance brokers to Waypoint Benefits Solution effective April 1, 2023. Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

- D. Ms. Mayle informed the Board, Robertson Construction has submitted a change order which includes the staffing delays and the increased cost of materials due to the delays.

Mr. Van Buren inquired if the contract included inflation costs.

Ms. Mayle stated she would review the contract to see if inflation costs were built into the contract.

- E. Ms. Mayle presented the Board, an updated Firefighter/EMT Hiring Process Policy (300.09) and an updated Vacant Position Policy (300.08).

Mr. Wolf motioned to adopt the updated Firefighter/EMT Hiring Process Policy (300.09) and Vacant Position Policy (300.08). Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

**EXECUTIVE SESSION:**

Mr. Kincaid motioned to go into executive session to consider the purchase/sale of property for public purpose ORC §121.22.2. Mr. Wetzel seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.** The Board went into executive session at 8:28 p.m.

Mr. Kincaid motioned to come out of executive session at 9:03 p.m. Mr. Lee seconded. Vote: Kincaid – yes; Johnson – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Wolf – yes. **Motion carried.**

There being no further business, Mr. Van Buren adjourned the meeting at 9:03 p.m.

Respectfully submitted,

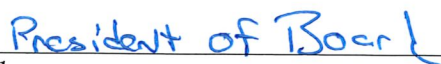


Donna M. Hubner  
Fiscal Officer

APPROVED:



Board of Trustees



Title

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