



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

Board of Trustees

MEETING MINUTES

March 13, 2024

James Kincaid II, President opened the meeting at 6:00 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Dan Wetzel

Harrison – Mark Van Buren

Etna – Mark Evans

Hebron – Kenney Nauer

Kirkersville – James Kincaid II

Pataskala – Tom Lee

Reynoldsburg – Stacie Baker – absent

OPEN DISCUSSION/BOARD COMMENTS:

Mr. Kincaid presented to the Board, Laurie Mayle's resignation.

Mr. Van Buren motioned to accept the resignation of Laurie Mayle, Administrator effective March 15, 2024. Mr. Evans seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

Mr. Lee introduced Dyann McDowell with Training Marbles, Inc. He asked her to come and do a presentation about her company and to provide a quote to do a complete HR assessment of the District.

Mr. Van Buren inquired if Training Marbles, Inc. has worked with other fire departments. Ms. McDowell stated they have worked with several departments in Central Ohio as a consultant.

Mr. Van Buren indicated he would like to see if the District really needs the position.

Ms. McDowell stated they will take the entire HR package and look at everything. They will work in conjunction with the current staff for best practices and see what needs to be done.

Mr. Van Buren inquired about the timeframe to complete the assessment.

Ms. McDowell stated the assessment will take a few weeks to complete and then they will complete the report it takes approximately a month to complete.

Mr. Lee motioned to enter into a contract with Training Marbles, Inc. to do a complete HR assessment. Mr. Evans seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Van Buren motioned to approve the February 08, 2024 Board Meeting minutes. Mr. Wetzel seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

Mr. Wetzel motioned to approve the February 21, 2024 Board Meeting minutes. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Wetzel motioned to approve the February 2024 financial statements. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Wetzel motioned to approve the vouchers for February 2024. Mr. Nauer seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

CHIEF:

- A. Todd Magers, Chief, informed the Board AC Treinish has reached out to the project managers and informed them of Ms. Mayle’s resignation.
- B. Chief Magers informed the Board, the District’s officer training that is being held later this month has approximately 60 people signed up. About half of those are from West Licking Joint Fire District
- C. Chief Magers informed the Board that Reynoldsburg City Council invited the District’s 11 women firefighters to attend and they presented a proclamation honoring women in the firefighting service. Ginger Wortman, EMS Coordinator read to the Board the proclamation that was present to the District, six of women firefighter’s attended the meeting.
- D. Chief Magers informed the Board, the District mechanics have completed the refurbish of the 2001 Pierce from Hebron. They did an excellent job and came in under budget. The truck is in the parking lot for everyone to take a look at after the meeting.

ASSISTANT CHIEF:

- A. Assistant Chief Jack Treinish introduced the District’s two full time mechanics, DeWitt Friend and Brad Hager and the District's newly hired part-time mechanic Gunner Hankison.
- B. AC Treinish informed the Board the medic chassis sold on GovDeals for \$22,200.00.
- C. AC Treinish informed the Board new Station 403 construction is going well.
- D. AC Treinish informed the Board that he sat down with Moody Nolan and they agreed to the errors on Station 404 and will be waiving their fees associated with overseeing the bike/walking path which is approximately \$80,000.00

ASSISTANT CHIEF OF EMS:

- A. Assistant Chief Joseph Krouse, informed the Board that the February stats are contained in their packet if they have any questions.
- B. AC Krouse informed the Board, he received a compliment about how great Fred Hughes was at teaching a CPR class to their group.

FISCAL OFFICER:

- A. Donna Hubner, Fiscal Officer informed the Board the District has received the annual invoice for the MECC Medical Director. The fee remains at \$25,000.00 and would like approval to pay this invoice.

Mr. Lee motioned to approve and pay the \$25,000.00 annual Medical Director fee. Mr. Van Buren seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes.
Motion carried.

B. Ms. Hubner presented to the Board a temporary construction easement agreement located at Station 403 on Mink St. This construction easement agreement was reviewed by Attorney Kerr on behalf of the District.

Mr. Van Buren motioned to enter into the temporary construction easement agreement. Mr. Lee seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes.
Motion carried.

COMMITTEE REPORT:

Mr. Wetzel informed the Board he met with R & J Construction concerning the current pay schedule that is present in their contract and would like to modify the payment schedule. R & J Construction is ahead of schedule and the current pay schedule is just an arbitrary monthly payment schedule. He would like to accelerate the payment schedule and increase the payment amounts to \$190,000.00 each month plus an additional \$190,000.00 for the month of March.

Mr. Evans inquired about why the payments are not performance based.

Mr. Wetzel stated this was the contract Ms. Mayle prepared for the construction and remodeling of New Station 403.

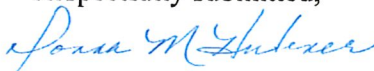
Mr. Evans believes the contract needs to be modified to performance based. Mr. Van Buren concurred.

Board is requesting a contract modification for the payment schedule to be performance based.

Mr. Van Buren motioned to approve the additional \$190,000.00 payment for March for a total of \$340,550.73. Mr. Lee seconded. Vote: Kincaid – yes; Evans – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes.
Motion carried.

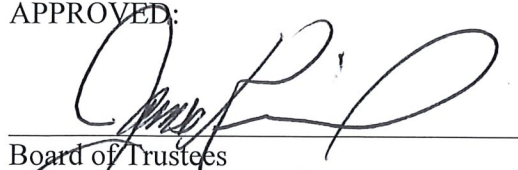
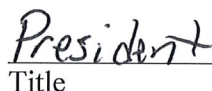
There being no further business, Mr. Kincaid adjourned the meeting at 7:07 p.m.

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.