



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

Board of Trustees

MEETING MINUTES

January 09, 2025

Donna Hubner, Fiscal Officer, opened the meeting at 6:00 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Dan Wetzel

Harrison – Mark Van Buren

Etna – Rozland McKee

Hebron – Kenney Nauer

Kirkersville – James Kincaid II

Pataskala – Tom Lee

Reynoldsburg – Stacie Baker

ELECTION OF OFFICERS:

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

Mr. Van Buren motioned to close the nominations for President. Mr. Wetzel seconded. Vote: Kincaid – abstained; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

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

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

Mr. Nauer motioned to close the nominations for Vice President. Mr. Wetzel seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

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

Mr. Kincaid stated he would review the committee assignments and present at February's meeting.

APPROVAL OF MINUTES:

Mr. Baker motioned to approve the December 12, 2024, Board Meeting minutes. Mr. Wetzel seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

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

FISCAL OFFICER:

- A. Donna Hubner, Fiscal Officer presented Resolution 2025-01 *Resolution Authorizing The Fiscal Officer To Move Money Within A Fund On The Object Level.*

Ms. Hubner presented Resolution 2025-02 *Resolution Authorizing The Fiscal Officer To Create Blanket Certificates As Needed, With An Expiration Date of December 31, 2025.*

Ms. Hubner presented Resolution 2025-03 *Resolution Authorizing To Spend \$2,500 For Miscellaneous Food Purchases To Provide Food For The Firefighters And/or FMs At Fire Scenes, By Presiding Officer's Decision Throughout The 2025 Calendar Year.*

Discussion concerning increasing the Fire Chief's emergency spending limitations from \$5,000 to \$10,000.

Mr. Van Buren motioned to adopt Resolutions 2025-01, 2025-02, 2025-03. Mr. Lee seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- B. Ms. Hubner presented Resolution 2025-04 *Resolution Declaring It Necessary To Levy A Tax In Excess Of The Ten Mill Limitation. O.R.C. §5705.19(I).*

Mr. Van Buren motioned to adopt Resolution 2025-04. Mr. Baker seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – abstain; Nauer – yes. **Motion carried.**

- C. Ms. Hubner presented the contract for Keytel Systems. Discussion concerning the questions the Board asked at the December 2024 meeting.

Mr. Lee motioned to enter into the contract with Keytel Systems. Mr. Wetzel seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- D. Ms. Hubner presented the 2025 contract for Ischy Technology Solutions, LLC. This is a twelve month contract.

Mr. Wetzel motioned to enter into the 2025 contract with Ischy Technology Solutions, LLC. Mr. Van Buren seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

CHIEF:

- A. Chief Jack Treinish informed the Board, the turnout gear has a 10 year life and the District needs to purchase 13 sets of gear from Phoenix Safety Outfitters at a price of \$5,632 per set for a total of \$73,216.00.

Mr. Van Buren motioned to purchase 13 sets of gear from Phoenix Safety Outfitters at a not to exceed price of \$73,216.00. Mr. Lee seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- B. Chief Treinish informed the Board, Byers has a new 2024 Chevrolet Tahoe identical to the one the District purchased last year. The purchase price is \$53,242.00. This would be utilized as a support vehicle.

Mr. Lee motioned to purchase the 2024 Tahoe at a not to exceed price of \$53,242.00. Mr. Van Buren seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- C. Mr. Van Buren motioned to increase the emergency spending limit for the Fire Chief to \$10,000.00. Mr. Lee seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**
- D. Chief Treinish informed the Board, BC Wagner has submitted an AFG Grant to purchase additional PPE for the department. This grant request is for \$445,000.00. It usually takes 6 months to a year before the District will know the outcome.
- E. Chief Treinish informed the Board bargaining is moving slowly but going well.
- F. Chief Treinish informed the Board, the District will hold an open house at new Station 403 on May 24, 2025. This is during EMS week.
- G. Chief Treinish informed the Board Engine 404 should be in next week.
- H. Chief Treinish informed the Board the District will review the Fire Board procedures to make some necessary changes due to personnel changes.

ASSISTANT CHIEF OF OPERATIONS/EMS:

- A. Joseph Krouse, Assistant Chief, informed the Board the December 2024 run stats are contained in their packet. If there are any questions, please let him know. The District had 8988 runs in 2024, this is an increase of 423 runs from 2023.
- B. AC Krouse requested to purchase two Apex 6500 mobile radios at a cost of \$11,100.

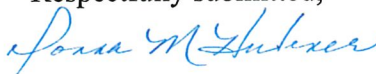
Mr. Wetzel motioned to purchase two Apex 6500 mobile radios at a not to exceed cost of \$11,100.00. Mr. Lee seconded. Vote: Kincaid – yes; McKee – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- C. AC Krouse informed the Board, AC Magers is working on RTF training for the next three Saturdays.
- D. AC Krouse informed the Board medic refresher is starting on Tuesday.

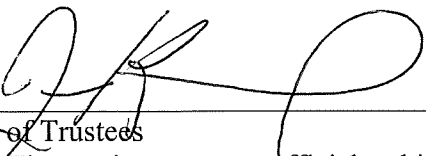
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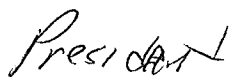
Dale Williams informed the Board that the Toy Drive served approximately 200 families, about 400 children.

There being no further business, Mr. Kincaid adjourned the meeting at 6:42 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.