West Licking Joint Fire District

851 East Broad Street
Pataskala, Ohio 43062

Board of Trustees

MEETING MINUTES

June 12, 2025

Mark Van Buren, Vice President, opened the meeting at 6:01 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Dan Wetzel
Harrison – Mark Van Buren
Etna – Rozland McKee – absent
Hebron – Kenney Nauer
Kirkersville – James Kincaid II – absent
Pataskala – Tom Lee – absent
Reynoldsburg – Stacie Baker

EXECUTIVE SESSION:

Mr. Baker motioned to go into executive session to consider compensation and discipline of a public employee or official ORC §121.22.1. Mr. Wetzel seconded. **Vote:** Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.** The Board went into executive session at 6:03 p.m.

Mr. Nauer motioned to come out of executive session at 6:23 p.m. Mr. Wetzel seconded. **Vote:** Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

OPEN DISCUSSION:

APPROVAL OF MINUTES:

Mr. Baker motioned to approve the May 08, 2025, Board Meeting minutes and the May 29, 2025, Special Board Meeting minutes. Mr. Wetzel seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Baker motioned to approve the May 2025 financial statements. Mr. Wetzel seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Wetzel motioned to approve the vouchers for May 2025. Mr. Nauer seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

FISCAL OFFICER:

A. Donna Hubner, Fiscal Officer, presented the Board with a draft of the updated Fire Board Procedures for them to review. Please let her know if there are any changes that need to be made.

B. Ms. Hubner informed the Board the first pay date in July falls on the 4th, so employees will be paid on July 3rd.

CHIEF:

A. Chief Jack Treinish presented to the Board a new Special Events Service Agreement and reviewed the terms of it with the Board. The District is one of the few in area to not charge the schools for special events and he believes that the District needs to start.

Mr. Nauer inquired if this would be a dedicated crew per event.

Chief Treinish stated yes it would be a dedicated crew for each event.

Mr. Wetzel motioned to approve the Special Events Service Agreement. Mr. Baker seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

B. Chief Treinish informed the Board, the shrubs at Station 403 did not make it through the winter and they have been replaced. There is an issue with the concrete in the bays, and the top layer is flaking off. The contractor is looking into the issue and will repair it soon.

C. Chief Treinish informed the Board the District would like to hire a new full-time float firefighter/medic to help with the overtime costs from employees off due to injuries.

Mr. Baker motioned to hire a new full-time float firefighter/medic. Mr. Nauer seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

ASSISTANT CHIEF OF OPERATIONS/EMS:

A. Joseph Krouse, Assistant Chief, informed the Board the May 2025 stats are contained in their packet. If anyone has any questions, please let him know.

B. AC Krouse informed the Board the District should start updating the radios. He would like the District to purchase six portable radios, lapel mics and twelve batteries. The cost of this from Motorola Solutions is $40,086.94.

Mr. Baker motioned to purchase the items from Motorola Solutions at a not to exceed price of $40,086.94. Mr. Nauer seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

C. AC Krouse informed the Board, five of the officers created a 5-week training program covering Maydays, RIT Training, flow path patterns at the burn building, drills on getting out of tight conditions and the final week is putting all of the separate trainings together.

COMMITTEE REPORT:

Mr. Van Buren informed the Board that the Budget Committee met and discussed salary increases for the Assistant Chief of Operations and the Fire Chief.

Mr. Van Buren motioned to increase the Assistant Chief of Operations/EMS annual salary by $4,000.00. To increase the Fire Chief's annual salary to be 6% above the Assistant Chief of Operations/EMS. Mr. Nauer seconded. Vote: Baker – yes; Van Buren – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

ADMINISTRATIVE PROFESSIONAL:

A. Leanne Lesko, Administrative Professional, provided a demonstration of the HUB to the Board and stated she is creating a page for the Board of Trustees and will start placing the monthly meeting packets and other documents there for them to be able to access online instead of emailing all the information to them. She will review with them individually on the steps to access the information once everything is finalized.

There being no further business, Mr. Van Buren adjourned the meeting at 6:56 p.m.

Respectfully submitted,

Donna M. Hubner

Donna M. Hubner
Fiscal Officer

APPROVED:

______________________________ President

Board of Trustees Title

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