



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

Board of Trustees

MEETING MINUTES

December 11, 2025

James Kincaid II, President, opened the meeting at 6:01 p.m. and led the Pledge of Allegiance.

ROLL CALL:

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

EXECUTIVE SESSION:

Mr. Van Buren motioned to go into executive session to review negotiations with public employees concerning their compensation or other terms and conditions of their employment ORC §121.22.4. Mr. Lee seconded. **Vote:** Kincaid – yes; Van Buren – yes; Lee – yes; Nauer – yes. **Motion carried.** The Board went into executive session at 6:03 p.m.

Mr. Wetzel joined the meeting in executive session at 6:04 p.m.

Mr. Nauer motioned to come out of executive session at 6:11 p.m. Mr. Lee seconded. **Vote:** Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF MINUTES:

Mr. Nauer motioned to approve the November 13, 2025, Board Meeting minutes. Mr. Lee seconded. **Vote:** Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

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

APPROVAL OF VOUCHERS:

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

FISCAL OFFICER:

A. Donna Hubner, Fiscal Officer, presented Resolution 2025-07. Mr. Lee motioned to adopt Resolution 2025-07. Mr. Van Buren seconded. **Vote:** Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

B. Ms. Hubner presented Resolution 2025-08 Resolution For The 2026 Permanent Appropriations Budget.

Mr. Van Buren informed the Board, the Budget Committee did meet and reviewed the 2026 permanent appropriations and recommends its adoption.

Mr. Van Buren motioned to adopt Resolution 2025-08. Mr. Lee seconded. **Vote:** Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- C. Ms. Hubner informed the Board, the District has received the annual ESO billing for the reporting software in the amount of \$33,612.47 and would like approval to pay the invoice. Mr. Lee motioned to pay the ESO annual software invoice. Mr. Van Buren seconded. Vote: Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

Stacie Baker joined the meeting at 6:21 p.m.

- D. Ms. Hubner informed the Board, the District has received notice from Fishel, Downey, Albrecht & Riepenhoff they will be increasing the rate from \$220.00 per hour to \$225.00 per hour and would like to know if the District wants an updated CFS.

The Board concurred to request an updated CFS.

ASSISTANT CHIEF:

- A. Assistant Chief Joseph Krouse informed the Board, November 2025 stats are contained in their packet and if there are any questions to let him know.
- B. AC Krouse informed the Board, Mifflin Township is working on locating a new cradle for the ladder truck the District is interested in.
- C. AC Krouse informed the Board it is time to compare our EMS rates to the 2026 Medicare increase. The District is requesting to increase our EMS rates by two percent (2%) effective January 1, 2026.

Mr. Van Buren motioned to increase the EMS rates by two percent. Mr. Lee seconded. Vote: Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- D. AC Krouse informed the Board, the District has been renting turnout gear for the past ten years and the tracking of this equipment has not been handled well. Met with Phoenix Safety Outfitters earlier this year and they sent over a list of missing/unaccounted gear. Originally the cost of this missing gear was approximately \$200,000.00. Firefighter Michael Starling, who is currently on light duty, went to all the stations and located some of the missing gear and the part-time firefighters this gear was assigned to were also contacted to try and locate the gear.

AC Krouse met with Phoenix Safety Outfitters earlier this week and jointly agreed to a settlement of \$9,162.31 to clear up the outstanding gear and also put additional steps in for tracking rental gear.

Mr. Lee motioned to pay Phoenix Safety Outfitters \$9,162.31 as payment in full. Mr. Nauer seconded. Vote: Kincaid – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Nauer – yes. **Motion carried.**

- E. AC Krouse thanked Mr. Nauer for his service and support of the Fire District.

LOCAL 3025:

Battalion Chief Steve Wagner informed the Board the number of families requesting aid from the Toy Drive is down this year. There will be two days next week for shopping and there will be a donation day this Saturday here at Station 401 starting at 9:00 am.

COMMITTEE MEETING:

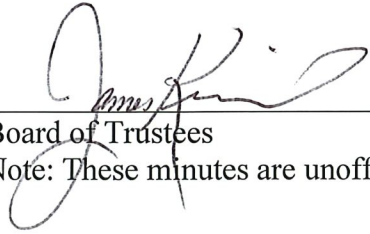
There being no further business, Mr. Kincaid adjourned the meeting at 6:33 p.m.

Respectfully submitted,



Donna M. Hubner
Fiscal Officer

APPROVED:



Board of Trustees

President
Title

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