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

Board of Trustees

MEETING MINUTES

March 12, 2026

James Kincaid II, President, opened the meeting at 6:02 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Jersey – Dan Wetzel
Harrison – Mark Van Buren – absent
Etna – Rachel Zelazny – absent
Hebron – Andrea Chapman
Kirkersville – James Kincaid II
Pataskala – Tom Lee
Reynoldsburg – Stacie Baker - absent

PINNING CEREMONY:

Pinning ceremony was held for Lieutenant Brian Fleming, Lieutenant Anthony Weisent and Lieutenant Dale Williams.

Rachel Zelazny joined the Board meeting at 6:05 p.m.

EXECUTIVE SESSION:

A. Mr. Lee motioned to go into executive session to consider the compensation of a public employee or official ORC §121.22.1. Ms. Chapman seconded. **Vote:** Kincaid – yes; Zelazny – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.** The Board went into executive session at 6:09 p.m.

Mark Van Buren joined the meeting in executive session at 6:27 p.m.

Ms. Zelazny motioned to come out of executive session at 7:04 p.m. Ms. Chapman seconded. **Vote:** Kincaid – yes; Zelazny – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.**

APPROVAL OF MINUTES:

Ms. Chapman motioned to approve February 12, 2026, Board Meeting minutes. Mr. Lee seconded. Vote: Kincaid – yes; Zelazny – yes; Van Buren – yes; Lee – yes; Wetzel – abstain; Chapman – yes. **Motion carried.**

Stacie Baker joined the meeting at 7:05 p.m.

APPROVAL OF FINANCIAL STATEMENTS:

Ms. Zelazny motioned to approve the February 2026 financial statements. Mr. Van Buren seconded. Vote: Kincaid – yes; Zelazny – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Ms. Chapman motioned to approve the vouchers for February 2026. Ms. Zelazny seconded. Vote: Kincaid – yes; Zelazny – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.**

CHIEF:

A. Chief Jack Treinish provided the Board with the updated storm water retention/detention basin safety regulations. This updated language removes the regulation to apply to existing retention/detention basins and updates the type of locks that must be utilized.

Mr. Van Buren motioned to adopt the updated storm water retention/detention basin safety regulations. Ms. Zelazny seconded. Vote: Kincaid – yes; Zelazny – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.**

B. Chief Treinish presented to the Board, information concerning the billing for auto accidents, fires, etc. This would be billed to insurance companies and not our residents. Discussion occurred with the Board and they would like Chief Treinish to pursue this further.

C. Joseph Krouse, Assistant Chief informed the Board the District currently soft bills both residents and nonresidents for EMS. In 2025 the District wrote off $3.9 million to nonresidents due to soft billing. Also, AC Krouse provided the Board with a resolution from another department concerning non-emergency calls.

D. Chief Treinish informed the Board that the Ohio Fire Chiefs Conference is next week on Tuesday and Wednesday.

E. Chief Treinish informed the Board, he has met with the Mayor of Reynoldsburg concerning the development plan and will meet the New Albany Mayor on Monday.

ASSISTANT CHIEF:

A. AC Krouse informed the Board, March 2026 run stats are contained in their packet. If there are any questions, please let him know.

B. AC Krouse informed the Board the District needs to replace 17 sets of PPE this year. The cost is approximately $150,000.00 and some of this was already set aside last year, and the gear has not been ordered yet. He would like the Board to approve the additional expenditure of $83,000.00.

Mr. Lee motioned to approve the additional cost of $83,000.00. Mr. Van Buren seconded. Vote: Kincaid – yes; Zelazny – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.**

COMMITTEE REPORTS:

A. PERSONNEL COMMITTEE – Mr. Lee informed the Board the Personnel Committee met and discussed with Chief Treinish the plan to work something out with the Battalion Chief's where they become administrative for 90 – 180 days and work on operational items. Ms. Hubner will assume the BWC duties and responsibilities. Ms. Lesko will assume the role of office administration for the Chief and AC.

Mr. Lee stated that the Personnel Committee discussed it and agreed, if the Board approves the District doing pension pick up for Ms. Hubner and Ms. Lesko.

Chief Treinish presented a list to the Board detailing the reassignment of various duties within the Administrative Staff.

Mr. Lee motioned for the District to do pension pick-up for the Fiscal Officer and Administrative Asssistant. Ms. Zelazny seconded. Vote: Kincaid – yes; Zelazny – yes; Baker – yes; Van Buren – yes; Lee – yes; Wetzel – yes; Chapman – yes. **Motion carried.**

There being no further business, Mr. Kincaid adjourned the meeting at 7:35 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.