

July 27, 2020

Minutes

The Northwestern Joint Fire District Board held a Special Meeting at 8:30 a.m. at the Liberty Township Meeting Room for the purpose of conducting District business. The Northwestern Joint Fire District Board opened the meeting with the Pledge of Allegiance. The following Trustees were present: Ms. Beth Marshall, Mr. Jerry McClary and Mr. Logan Rife. Ms. Allison Hamilton was in attendance.

Mr. Lloyd Segner, retired Liberty Township Fire Chief and Mr. Dave Thomas, acting Liberty Township Fire Chief, as well as Liberty Township Fire Department member, Chad Heminger were in attendance.

Chairperson Rife opened the meeting.

The July 8<sup>th</sup> Minutes were reviewed.

- I. Ms. Marshall made a motion to accept the July 8, 2020 Northwestern Joint Fire District meeting minutes, Mr. Rife seconded the motion.  
All were in favor

Ms. Hamilton went over the newly generated UAN reports. All the appropriations and revenue are in accordance with the numbers submitted to the Union County Auditor. As there are no receipts or expenditures, the balance is currently zero. Mr. McClary provided the check from Liberty Township to the NWJFD.

Ms. Hamilton advised the Fire District will need to contact Medicount, EMS billing agency for Liberty Township to start the process of credentialing and applying for a separate Medicare provider number. Chief Segner advised the Fiscal Officer should be the point of contact. The Board agreed the Fiscal Officer to make contact and start the process.

The Board was advised Workers Compensation would initially cost \$120 and the District would have its own Workers' Compensation number and policy.

Mr. Thomas reviewed the task list. The items added were tabled from the July 8, 2020 meeting. Mr. Thomas & Mr. Rife will review the ORC and determine the parameters needed to meet the Volunteer Fire Dependency Board appointments.

The Board discussed Legal Counsel for the District. The Board agreed Mr. Comstock was knowledgeable in District matters but agreed that it would benefit the District to utilize both Mr. Comstock and the Union County Prosecutor's services. Ms. Marshall would like to recommend requesting Melissa Chase from Union County as the District's representative.

Mileage and reimbursement for the District can be tabled and addressed in the District policies.

Mr. Thomas advised he, along with other Liberty Township Fire Department members are reviewing the Policy & Procedure manuals from Allen Township and Liberty Township. Once the Policy & Procedures are reviewed and appropriate for the District, he will submit them to the Board section by section.

Mr. Thomas asked Mr. Comstock to send a sample posting for the position of Chief and Lieutenants.

There was discussion of what the vision was for a District Chief. Discussion of the pros and cons of hiring Full Time Lieutenants over hiring a Chief first. The Board emphasized starting the District on the right foot with a Full Time Chief would be ideal. The Fire Chief would need to be an active Chief with the ability and credentials to go on Fire & EMS runs. There was concern of a Part Time Chief not bringing the quality and stability needed. Ms. Marshall was concerned with the economy and although supports a Full Time candidate would be cautious.

Mr. Thomas presented the Board with a draft resolution to increasing the number of Trustees on the NWJFD Board from three members to five.

Mr. Rife was concerned, as the original resolution is the by-laws governing the Board and the operation of the District, any changes made need to be minimal and taken very serious. Mr. McClary was concerned if the votes went one way or the other, what the outcome of the partnership would be. Everyone has worked hard to get the District started on the right foot.

The Board had some changes in names on the resolution and asked that each individual voting had a box with their vote defined. The Board agreed that in order for the resolution to pass, all nine members (three from each represented Township) would have individual votes. The resolution would need to pass with at least 5 members voting in favor.

Mr. Thomas would submit the changes to Mr. Comstock and provide a final draft at the next Board meeting with the intention of the votes being submitted by the September meeting.

The Board reviewed the Insurance quotes from OTARMA, VFIS and The Ohio Plan. All of the plans are comparable in coverage and each company is considered reliable. The Board did ask about term and umbrella coverage on any incident that could take years to settle. Ms. Hamilton will present that question to the representatives in question. The Board would like to make a decision at the next meeting.

In other business, Mr. Segner asked about adding the new name to the Medic. The Board asked Mr. Segner to hold off at this time. There was discussion of possibly using a temporary or magnetic logo until the name can be permanent. The Board asked that the members of the Fire Department work on the logo for the District Fire Department.

Ms. Marshall advised the Board that she has asked a speaker to come to the next UCTOA meeting in September and give a presentation. The meeting is open to all Township Officers.

The Board asked Mr. Heminger to proceed in setting up District email accounts.

The following items will be added to the August 12, 2020 meeting agenda

Final draft of the additional Board Members resolution

Volunteer Fire Dependency Board appointment

Legal Counsel

Job Postings

- II. Ms. Marshall motioned to adjourn the July 27, 2020 NWJFD Board meeting, Mr. McClary seconded the motion. All were in favor. Meeting was adjourned at 10:15 a.m..

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

Reviewed:

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Logan Rife

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Beth Marshall

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Jerry McClary