

NORTHWESTERN JOINT FIRE DISTRICT

December 29,2020

Minutes

The Northwestern Joint Fire District Board held a Special Meeting at 8:30 a.m. at the Northwestern Joint Fire District Office. The Special meeting was published in the Marysville Journal Tribune on Monday December 21st and posted at the District Office. The purpose of the meeting was to select a candidate for the Fire Chief position and to conduct 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. Logan Rife and Mr. Jerry McClary. Ms. Allison Hamilton, Fiscal Officer, Mr. Lloyd Segner, Liberty Township Fire Chief, Mr. Dave Thomas, Liberty Township Assistant Fire Chief and Mr. Mike Moffett were also in attendance.

The December 17th and December 21st 2020 Minutes were reviewed.

- I. Mr. McClary made a motion to accept the December 17th and December 21st, 2020 Northwestern Joint Fire District meeting minutes, Ms. Marshall seconded the motion. All were in favor

Ms. Hamilton presented the Board the Fire Board's pay, Federal, State and Local Taxes along with the OPERS report and payment. In addition, a purchase order and check number 10319 made out to Chad Heminger was presented. Mr. Heminger was being reimbursed for out of pocket expenses for the Northwestern Joint Fire District's Google account. Check number 10318 was voided due to a misfeed.

- II. Ms. Marshall made a motion, with a second from Mr. McClary to accept the Financial report, including the approval of the Purchase Order(s) and payments as presented. All were in favor
- III. Mr. Rife made a motion, seconded by Mr. McClary to enter into executive session to discuss the selection of Fire Chief . All were in favor and the Northwestern Joint Fire District Board went into executive session at 8:56 a.m..
- IV. Mr. Rife made a motion, seconded by Mr. McClary to adjourn executive session at 10:00 a.m.. All were in favor.

After discussion, the Board of Trustees agreed that there were several questions that need answered prior to making an offer and selecting a candidate for the Fire Chief position. Mr. Thomas, along with Ms. Hamilton will put together a list of benefits, expectations, etc. for the Board to discuss with their prospective candidate(s).

Ms. Hamilton advised the Board that she and Chief Segner worked on the Medicount application. In completing the application; the rates Liberty Township currently has in place were carried over for the District. Ms. Hamilton believed the District would need to officially adopt the rates. These rates can be evaluated and changed at any time.

- V. Ms. Marshall made a motion, with a second from Mr. McClary to adopt the following EMS rates:
BLS \$650; ALS1 \$750; ALS2 \$850 and \$15 per mile
All were in favor

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Mr. Thomas advised the Board he had an old contract for Mr. Comstock to be on retainer for the District as Legal Counsel. He will work on getting it updated. Mr. Rife advised he would reach out to the Union County Prosecutor's office after the first of the year to schedule a face to face meeting.

Mr. Thomas continues to work on the Lease Agreement. Mr. Thomas presented the Board with a Final Draft of the Lease Agreement. There was some discussion of adding the ORC number that guides the Township on disposal, sale or gift of equipment.

- VI. Mr. Rife made a motion, with a second from Ms. Marshall that the Northwestern Joint Fire District adopt the Lease Agreement with Liberty Township; with amendments, as approved by both parties.

Roll Call: Mr. McClary, abstain Mr. Rife, yea Ms. Marshall, yea

The motion passed with a majority vote

Ms. Hamilton will forward a copy of the final draft to OTARMA.

Mr. Thomas advised that Mr. Heminger was working on the Verizon contract. Ms. Hamilton commented the Fire Dept. would need to make a list of equipment from Verizon and open a new account accordingly. In addition to Verizon; it is noted, there are several accounts the District will need to open in order to continue business operations.

- VII. Mr. Rife made a motion that the Fire Chief and Fiscal Officer and/or their designee(s) be approved to open accounts in order to conduct business and or transactions on behalf of the Northwestern Joint Fire District or the Northwestern Joint Fire Department. There will be controls in place for expenditures on any open accounts. Ms. Marshall seconded the motion. All were in favor.

Ms. Hamilton provided the Board with a copy of the inventory list and values as provided by OTARMA. OTARMA has stated value listed for the vehicles; however after discussion it would be prudent for the District to cover the vehicles as replacement cost. Ms. Hamilton advised there would be additional fees per \$100,000. The Board agreed to move items from stated value to replacement cost. OTARMA will be provided an updated listing.

Mr. Moffett thanked the Board and everyone involved for their time and efforts in the formation of the Northwestern Joint Fire District.

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Mr. McClary made a motion, with a second from Ms. Marshall to adjourn the December 29, 2020 Northwestern Joint Fire District Board special meeting. All were in favor. Meeting was adjourned at 10:26 a.m..

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

Reviewed:

Logan Rife

Beth Marshall

Jerry McClary