

# NORTHWESTERN JOINT FIRE DISTRICT

September 8, 2021

Minutes

The Board opened the meeting with the Pledge of Allegiance. Mr. Logan Rife, representative of York Township, Mr. Jerry McClary, representative of Liberty Township, Ms. Beth Marshall, representative of Taylor Township, and Ms. Allison Hamilton, Fiscal Officer were in attendance. Chief Tim Merrick, Mr. Dave Thomas, Mr. Rob Morey and Mr. Mike Moffett were noted in attendance .

The Board reviewed the August 11, 2021 minutes.

- i. Ms. Marshall made a motion to accept the minutes; Mr. Rife seconded the motion. All were in favor.

Ms. Hamilton provided the Board with the 2021 August Bank Reconciliation, purchase orders, payments, payroll and receipts. Ms. Hamilton noted an adjusting factor on the Bank Rec due to a payroll adjustment; the adjustment should work itself out for the next month. There were void checks due to a printer misfeed; checks 10461-10466 were voided. Ms. Hamilton provided the Board with the 2020 Union County Auditor's Distribution of Real Estate Receipts for the Townships; as well as, the 2021 Real Estate Receipts. Ms. Marshall advised Taylor Township would hold approximately \$84,000 for the PSO Officer contract. The Township's should have received their deposits September 3<sup>rd</sup> and it is anticipated the receipts will be forwarded to the District in the next 30 days.

- ii. Mr. Rife made a motion to accept and approve the Fiscal Officer's Financial Report and approve the payments as presented. Ms. Marshall seconded the motion. All were in favor.

Chief Merrick went over the Chief's report. There has been an increase in runs. The Fire Department logged 114 hours in training which included Officer Development. Staffing was 80% filled; which has been a challenge since members have been out due to COVID.

The Chief pointed out Community Day was well attended. The cost came under budget. The Department is entering data into the Check It program and implemented a fire rescue training program. The OTARMA grant was submitted; the Fiscal Officer advised a check has been received in the amount of \$1000. There were 16 members in attendance for work day.

The [www.northwesternfd.org](http://www.northwesternfd.org) website is live and the Fiscal Officer will submit the approved minutes to the Richwood Banking marketing contact. The Chief will continue to work with the marketing team on the site.

The Station renovations continue, included in the Chief's packet was a layout for the kitchen.

The Chief continues to work on changing accounts over to the District. Spectrum has been changed and as is now on an auto pay cycle. There are issues in contacting a Verizon representative to get the account changed to the District. It may be an option to start fresh with a new account. The Chief is continuing to work with the EMS Billing company to submit provider

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applications to ensure the District is receiving EMS monies from the insurance companies. He reported that the Department is now compliant with the State Fire Marshall's Office for the FDID.

Chief Merrick attended the bi-monthly Union County Fire Chief's Association meeting. There was discussion of the CAD/911 system and dispatch.

There was discussion of benefits and points of contact in the event of a fallen Fire Fighter. Ms. Hamilton advised that there was a free benefit platform launched from the insurance broker's office and this may be used as an additional tool.

Chief Merrick reported that he and Lt. Morey have been working on updating the run cards. In addition, they have been working on the SOG's. The Chief provided a copy of the Lieutenant position descriptions.

- iii. Mr. McClary made a motion to accept the Fire Chief's report. Ms. Marshall seconded the motion.  
All were in favor.

There was discussion of each Township and the District to host town house style meetings so the residents have opportunities to ask questions about the District and the upcoming Levy. The Board set aside 5:30-6:30 p.m. prior to the October 13<sup>th</sup> regular Board meeting. Ms. Hamilton will advise Ms. Giles and publicize in the Marysville Journal Tribune.

Mr. Thomas advised a PAC has been organized and presented the Board with a copy of the levy ballot language. It was again noted the Levy would replace any existing Township Fire Levies.

Mr. Rife made a motion to adjourn the meeting, with Mr. McClary seconding the motion. All were in favor. The Meeting was adjourned at 8:41 p.m..

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

Reviewed:

\_\_\_\_\_ Logan Rife

\_\_\_\_\_ Beth Marshall

\_\_\_\_\_ Jerry McClary