

# NORTHWESTERN JOINT FIRE DISTRICT

November 10, 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. Lloyd Segner and Mr. Mike Moffett were noted in attendance .

The Board expressed their appreciation and gratitude to the voters in the District for their support of the District levy. Ms. Marshall showed the Board the Thank You that ran in the Marysville Journal Tribune following the elections.

The Board reviewed the October 13, 2021 minutes.

- i. Mr. McClary made a motion to accept the minutes; Ms. Marshall seconded the motion.

Mr. McClary & Ms. Marshall were in favor; Mr. Rife abstained due to his absence at the October meeting.

Ms. Hamilton provided the Board with the 2021 October Bank Reconciliation, purchase orders, payments, payroll and receipts. There were no unusual expenditures noted. All real estate receipts have been received.

- ii. Ms. Marshall made a motion to accept and approve the Fiscal Officer's Financial Report and approve the payments as presented. Mr. Rife 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 52 hours in training which included Drivers Training and Community Risk Reduction. Staffing was less than 80% filled; which has been a challenge since members have been out due to COVID and being hired Full Time at other departments.

Chief Merrick discussed the plan to hire 3 Full Time staff in April and additional 3 Full Time in October. The Chief would like to apply for and receive the SAFER grant prior to hiring the second set of Full Time staff. The grant will help offset the cost of the additional members.

Policies and Procedures will be completed prior to the hire of Full Time Staff.

The Chief presented changes to the Part-Time pay scale; simplifying the scale with competitive hourly rates across the board.

Chief Merrick presented a member to be terminated. After attempting to reach the member; the member has failed to communicate with the Chief and has not signed up for any shifts. The Chief spoke with the attorney. The attorney citing the Ohio Revised Code advised that all hiring and terminations have to come through the Board. Terminations have to follow a process with the exception of staff on probation.

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The Chief provided the Board with an EMS billing report from Medicount. There has been an increase in the collection rate for the 3<sup>rd</sup> quarter of 2021. He has a meeting scheduled with Medicount for November 18<sup>th</sup>. He advised the Department will be part of a billing study conducted by Medicare.

The Chief noted that the Cath lab at Memorial Hospital should be up and operational at the beginning of the year.

The appliances for the kitchen have been received.

- iii. Mr. Rife made a motion to accept the Fire Chief's report. Mr. McClary seconded the motion.  
All were in favor.
- iv. Mr. Rife made a motion to terminate the member as discussed. Mr. McClary seconded the motion.  
All were in favor.

The Board instructed the Chief to write a termination letter to be sent to the member.

- v. Mr. McClary made a motion to approve the pay rates as follows for Part Time members: \$16/hr EMT-B \$18/hr EMT-P and \$20/hr Officer. The rates will be effective with the first pay in December. Ms. Marshall seconded the motion.  
All were in favor.

In new business, Ms. Hamilton presented the Board with temporary 2022 appropriations. She is conservatively estimating a \$600,000 carryover to be added to the levy funds for 2022. This would be the amount the District would have to work with for 2022. She and the Fire Chief studied the expenditures for 2021. As these are temporary numbers, the Chief will have the early part of 2022 to determine any changes prior to establishing permanent appropriations; especially with any grant funding coming to the District. The Board will vote on temporary appropriations at the December meeting.

Mr. Moffett advised the Board that he has been attending meetings relative to the Solar projects. There was discussion on potential financial impact the Solar projects would have on the District.

There was discussion of the Fire Association sponsoring a Christmas Drive to benefit children. The Fire Department members participate in the "Shop with a Cop/Shop with a First Responder" program.

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As there was no other business to discuss, Mr. Rife made a motion to adjourn the meeting; Ms. Marshall seconded the motion. All were in favor. The Meeting was adjourned at 8:33 p.m..

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

Reviewed:

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

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

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