

NORTHWESTERN JOINT FIRE DISTRICT

December 14, 2022

Minutes

The Board opened the 7:00 p.m. meeting with the Pledge of Allegiance. Mr. Logan Rife, representative of York Township, Ms. Beth Marshall, representative of Taylor Township, Mr. Jerry McClary, representative of Liberty Township, Mr. Bill Lowe, representative of Leesburg Township were in attendance. Chief Merrick, Chief Cook, Lt. Rob Morey and Mike Moffett were in attendance.

The November 9, 2022 minutes were reviewed.

- i. Mr. Lowe made a motion with a second by Mr. McClary to approve the November 9, 2022 minutes. All were in favor.

The Board was provided with the 2022 November Bank Reconciliation, purchase orders, payments, payroll and receipts.

The Board was provided with the 2023 temporary appropriations.

- ii. Mr. McClary made a motion to accept the Financial Report. Mr. Rife seconded the motion. All were in favor.

Chief Merrick advised there were 85 calls for November, this includes 15 from the Leesburg Station. November the 3/3 model was in operation for 86% of the time. November seen a 96% fill rate at the Raymond Station and 78% fill rate for the Leesburg Station. Due to the staffing model changes the District was able to ensure a response out of both station with the exception of 1 day (Thanksgiving) and 8 evenings.

The Chief provided the Board with the Leesburg transition timeline and benchmark dates.

It was reported the thermal imaging cameras have been received and are in service on the apparatus. IPADS were received for Station 301 trucks. The Chief was able to purchase TV's for both stations during the Holiday sales saving around \$2500.00.

The Chief is continuing to work on quotes for the airbags. The dumpsters have been placed at both stations. Tanker 291 has been repaired and returned.

There were 14 applications received for the Full time positions. The Chief identified 4 members in which to extend offers. Reviewed the HR system information, Intergovernmental agreement between the UCHD & NWJFD for \$20,000 in grant funding.

There was discussion of an updated pay scale for members.

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

Lt. Morey went over the agreement for the HR platform from Zenefits.

- iv. Mr. McClary made a motion for the NWJFD to accept the agreement and proposal for the HR platform as quoted by Zenefits. Mr. Lowe seconded the motion. All were in favor.
- v. Mr. Rife made a motion to accept the agreement from the UCHD for the funding. Mr. McClary seconded the motion. All were in favor.

NORTHWESTERN JOINT FIRE DISTRICT

- vi. Mr. Lowe made a motion for the NWJFD accept the wage scale. Mr. McClary seconded the motion. All were in favor.
- vii. Mr. Rife made a motion to interview and accept the following individuals for Full Time: Matthew Graham, Dawson Hawkins, Allison Marsteller, Jason Epp. Mr. Lowe seconded the motion. All were in favor.

On behalf of the Board, Mr. Rife thanked Chief Cook for continuing on with the District and the Board is appreciative of his service.

At 8:26 p.m. Mr. Rife made a motion to go into executive session to discuss personnel matters. The regular meeting was called back to order at 8:50 pm..

- viii. Mr. McClary made a motion to approved the 2023 temporary appropriations and estimates. Mr. Lowe seconded the motion. All were in favor.

With there being no further business, Mr. Rife made a motion to adjourn the meeting, with Ms. Marshall seconding the motion. All were in favor. The Meeting was adjourned at 9:00 p.m.

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

Reviewed:

_____ Logan Rife

_____ Beth Marshall

_____ Jerry McClary

_____ Bill Lowe