

NORTHWESTERN JOINT FIRE DISTRICT

January 10, 2024

Minutes

Following the swearing in ceremony, the Northwestern Joint Fire District Board met in Regular Session at 7:00 p.m.. The Board opened the meeting with the Pledge of Allegiance. Ms. Beth Marshall, representative of Taylor Township, Mr. Jerry McClary, representative of Liberty Township, Mr. Bill Lowe, representative of Leesburg Township and Mrs. Allison Hamilton, Fiscal Officer were in attendance. Chief Merrick, Lt. Morey and Mrs. Amy Beeney, Office Manager were also in attendance.

Organizational Meeting

As this was the first regular meeting of the year, the District conducted the Organizational section of the meeting.

- I. Per the Northwestern Joint Fire District Resolution, the Liberty Township Representative will commence a 3 year term. The term will begin January 1, 2024 and end December 31, 2026. Mr. Jerry McClary was named the Liberty Township Representative.
- II. Per the Northwestern Joint Fire District Resolution, the Leesburg Township Representative will be appointed to a 3 year term; the term will begin January 1, 2024 and end December 31, 2026. Mr. Bill Lowe was named the Leesburg Township Representative.
- III. Nomination of Chairperson
Mr. Rife nominated Mr. Jerry McClary to serve as Chairperson of the Northwestern Joint Fire District Board of Trustees, Mr. Lowe seconded the motion.
Roll Call: Mr. Rife, yea Mr. McClary, yea, Ms. Marshall, yea and Mr. Lowe, yea.
Mr. Jerry McClary was named Chairperson of the District Board
- IV. Nomination of Vice-Chairperson
Mr. Lowe nominated Mr. Logan Rife to serve as Vice-Chairperson of the Northwestern Joint Fire District Board of Trustees, Mr. McClary seconded the motion.
Roll Call: Mr. Rife, abstained, Mr. McClary, yea, Ms. Marshall, yea and Mr. Lowe, yea
Mr. Logan Rife was named Vice Chairperson of the District Board
- V. The compensation of the Northwestern Joint Fire District Board at \$30 per meeting for a maximum of 15 meetings as cited by the ORC. The members will be paid on a quarterly basis.
- VI. The Board established the second Wednesday of each month for 2024 for the Northwestern Joint Fire District Board to conduct regular meetings. The meetings will be held at 7:00 p.m.. Odd months will be held at the Northwestern Joint Fire District Office located at 21655 Main Street, Raymond, Ohio 43067. Even months, the District will hold meetings at the Leesburg Fire Station 12985 St. Rt. 347, Marysville, Ohio 43040.

Regular Meeting

The Board reviewed the December 13, 2023 minutes.

- VII. Mr. Rife made a motion to accept the minutes; Mr. Lowe seconded the motion. All were in favor.

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Ms. Hamilton provided the Board with the 2023 November & December Bank Reconciliation, 2023 year end financial numbers, along with the 2023 appropriations, 2023 revenues.

Ms. Hamilton pointed out the total 2023 receipts for the District was \$5,725,570.15 for the Fire Fund and \$131,741.60 for the EMS fund. 2023 expenditures were \$2,248,291.28 for the Fire Fund and \$40,770.68 for the EMS Fund. The 2023 carryover was a total of \$5,362,250.51 (\$5,153,339.74 Fire & \$208,910.77 EMS). The revenues included the monies from the Townships being deposited into the District.

Ms. Hamilton advised the Board interest receipts totaled \$111,509.62.

Ms. Hamilton advised Mrs. Beeney, Office Manager started on Monday.

The Board was provided the renewal for the Group Health Insurance; the increase to the insurance was approximately 5.7%. After discussion, the Board agreed to stay with the same insurance and not receive new quotes.

VIII. Mr. McClary made a motion to accept the Fiscal Officer's Financial Report. Ms. Marshall seconded the motion. All were in favor.

Chief Merrick presented his report to the Board. The Department responded to 67 calls bringing the total calls for 2023 to 828. This is 120 more calls than seen in 2022.

The Department participated in the Shop with a Hero program; the members assisted 11 children.

Highlighted activities for December: The Department logged 396 hours of training, the headsets have been ordered and are expected to be received in the next week, a dispensing unit was installed on the gear extractor at Station 292, waiting for approval from the Commissioners for new ID numbers for 5 radios, MARCS paging installed at both stations, the Fire Department passed inspection to be a CE site, Medic 292 & Medic 301 had repairs. The Chief met with the Union County Chiefs on the CAD and the costs for the integration, also met with Golden Giant. Golden Giant quoted \$25 per sq.ft. for steel. The Department is working through the changes & errors in the new Ohio Fire reporting system. The Chief is waiting for Mr. Comstock to get back with him on items discussed at the last meeting. The Department was certified as an Apollo site to teach Fire & EMS.

Titles were received from the County for the 2 donated vehicles; they were verified as signed & notarized. Mr. McClary will take them to the County to have them changed over to the District.

The Vector invoice was discussed. The company did not provide necessary support for the product and there was a gap in communications from the company. Vector is seeking payment for renewal citing the District had passed the 60 day notice for cancellation. The invoice was not submitted timely & the company did not reach out to the Chief until past the deadline. The Chief will continue to review and advise the company that payment is not authorized at this time.

Chief asked if the Board members would like to be on the Truck committee and on the Station committee. Mr. Lowe volunteered to be on the Truck committee and Ms. Marshall volunteered to be on the Station committee.

Discussion of the purchase of training material, tools and purchase limits.

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Mr. Comstock is working on updating the District Resolution; which is needed not only for updating purposes but to aid in the release of a donation being made to the District.

The Chief asked if Leesburg, York & Taylor would want to place AED's in their community areas. The cost is around \$2500 per unit. There may be some grant funding available to help with the cost.

The Board approved to sponsor Danny Vanscoy for fire classes.

- IX. Mr. Rife made a motion approve a 3% pay increase for Full Time Members. Mr. Lowe seconded the motion. All were in favor.
- X. Mr. Rife made a motion to allow the Fire Chief to spend up to \$10,000 on an Emergency basis without prior Board approval. The Fire Chief will also have the authority to spend up to \$5000 without additional Board approval in the month prior to the following meeting. This will allow the Chief to continue to conduct Fire Department business. Mr. McClary seconded the motion. All were in favor.
- XI. Mr. Rife made a motion; with a second from Mr. McClary for the Board to approve the Fire Chief's report. All were in favor.

There was discussion of speaking with the Union County Foundation for donations.

Ms. Marshall asked about any plans for the Solar Eclipse. Chief Merrick advised there have been meetings between County agencies; discussing staging, preparing & staffing for the event. There is an expectation of 60,000-80,000 travelers just on St. Rt. 31.

Mr. Lowe advised the Fire Funds at Leesburg are expected to be released the first of March.

The Board discussed the leave time accruals for the Office Manager. Mrs. Hamilton advised she has a non-fire personnel policy she can bring in for the Board to review and add as a section to the Fire Personnel manual.

As there was no further business; Ms. Marshall made a motion to adjourn the meeting, with Mr. Rife seconding the motion. All were in favor. The Meeting was adjourned at 9:37 p.m..

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

Reviewed:

_____ Logan Rife

_____ Beth Marshall

_____ Jerry McClary

_____ Bill Lowe