

# NORTHWESTERN JOINT FIRE DISTRICT

August 14, 2024

Minutes

The Board met in Regular Session at 7:00 p.m.. The Board opened the 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 and Mrs. Allison Hamilton, Fiscal Officer were in attendance. Chief Merrick, Mr. Amy Beeney, District Administrator were also in attendance.

The Board reviewed the July 10, 2024 meeting minutes and the July 31, 2024 Emergency meeting minutes.

- I. Mr. Rife made a motion to accept the July 10, 2024 regular meeting minutes; Ms. Marshall seconded the motion. All were in favor.
- II. Mr. Lowe made a motion to accept the July 31, 2024 emergency meeting minutes. Mr. McClary seconded the motion. With Mr. Rife abstaining; the rest of the Board were in favor.

Ms. Hamilton provided the Board with the financial report. Payroll, accounts payable were presented in the Board's packet. Ms. Hamilton advised the District received \$261,006.00 in ARPA funds as an entity with an impact to the ambulance service. The monies was deposited into the EMS Fund.

- III. Mr. Rife made a motion to accept the Fiscal Officer's Financial Report; including the Purchase Orders/Blanket Certificates, payments and payroll. All payments were approved. The motion included the District Administrator's report. Mr. Lowe seconded the motion. All were in favor.

Mrs. Beeney presented the SERB paperwork to the Board. Ms. Hobbs with the UC Prosecutor's office completed and re-filed. The paperwork also names Ms. Hobbs as a representative for appearance. There was discussion of the need and the timing of the members filing to belong to the IAFF. The Board asked the Chief if he supports this filing and if he had discussed the implication of impeding the Board to work in the best interest of its members; example is assisting members on leave to stay "whole" when they may not have enough time to cover them. The Chief advised he had advised the staff that this would hinder any assistance the Board could give its members, he was also did not agree to the filing.

- IV. Mr. McClary made a motion to approve Ms. Hobbs as a representative for appearance for the District. Ms. Marshall seconded the motion. All were in favor.

The Board reviewed the Clemans Nelson agreement for HR consultation services.

- V. Mr. Rife made a motion with a second from Ms. Marshall to approve the agreement. All were in favor.

Ms. Beeney advised she is still waiting for the draft report from R&L Consultants. The AOS fraud training needed to be completed by 9/25/24. There is a follow up meeting on 8/29/24 with WDC; they are to be providing the leg work for the soil boring. A revocation letter was sent to Zachary Wiggins to rescind the District's offer of employment. He was a no-call no show to his scheduled shift.

Ms. Beeney did on-boarding with FF Rausch, FF Adams and FF Terry.

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There will be a recognition ceremony at 6 p.m. on 9/11/24 for Asst. Chief Thomas' years of service in the fire service. The District will also recognize the new Full Time staff in a pinning ceremony.

Ms. Beeney was approached by Liberty Township's Zoning Inspector about the use of the Liberty Township Trustees Room. Mr. McClary, Liberty Township Trustee, advised there was no issues regarding the Administrator's use of the Trustees Room and he would take care of the issue.

The Builders Risk quote from OTARMA was \$10,600

- VI. Mr. Rife mad a motion with a second from Ms. Marshall that the Board accept the District Administrator's report. All were in favor.

Chief Merrick presented his report to the Board. The Department responded to 55 calls and the staff had 326.25 hours of training.

Chief Merrick presented changes to policy #902-training policy.

- VII. Mr. Lowe made a motion to accept the changes as presented. Mr. McClary seconded the motion. All were in favor.

The Chief presented proposed changes to policy 303.03. There was no further action.

- VIII. Mr. Lowe approved the District to spend \$3375 for HazMat Tech Classes. Mr. Rife seconded the motion. All were in favor.
- IX. Mr. Low made a motion to accept the AFG grant for the Station Exhaust with the District to match 10%. Ms. Marshall seconded the motion. All were in favor.
- X. Mr. Rife made a motion to choose Brickler & Eckler as Bond Counsel. Mr. Lowe seconded the motion. All were in favor.

The Board discussed adding a fifth member to the Board.

Ms. Marshall made a motion to adjourn with Mr. McClary seconding the motion. All were in favor and the Board 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