October 9, 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, I.Chief Dave Hawkins, Asst. Chief Cook, Amy Beeney District Administrator, Lt. Morey, FF Smegal and FF Brewer were all noted in attendance. Mr. Ken Reiff, Allen Township Trustee was in attendance.

The Board reviewed the September 11, 2024 meeting minutes. I. Chief Hawkins noted a change for Engine 291.

1. Mr. Rife made a motion to accept the meeting minutes along with the noted change; Ms. Marshall seconded the motion.

All were in favor.

Ms. Hamilton provided the Board with the financial report. She pointed out a few of the large expenditures; air bags, radios, repairs.

1. 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. McClary seconded the motion. All were in favor.

Mrs. Beeney presented her report to the Board. She now has access to Medicount & has a meeting scheduled and is also scheduled for a training session. Asst. Chief Cook’s email has been re-established. Conditional offers & benefits were reviewed with I. Chief Hawkins & Asst. Chief Cook. She reached out to the grant writer to determine where the application processed were at; they needed some time to review. Mrs. Beeney is waiting to hear back from Mary Carr with the USDA. The website was updated with the recent changes. The holiday party is scheduled for December 14th and she has asked the Association to purchase the meat.

Northwestern Joint Fire District Board of Trustees

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1. Mr. Rife made a motion with a second from Mr. McClary that the Board accept the District Administrator’s report. All were in favor.

I.Chief Hawkins went over the stats. He said the members did a great job on recent fire scenes. Rescue air bags were received, a MARCS radio was received. There was discussion of retired computer disposal. The work on Engine 291 was complete; there were no warranties found. The new medic was placed into service. The annual fleet service is being completed. Discussion of using the damaged SUV for training. FF Adams, FF Collins, FF Behrendt & FF Brewer were attending Fire & EMS Instructor courses. Reviewed the Tyler CAD system & Aladtech scheduling system. Twelve members went through HazMat training and will receive an additional pay incentive per pay scale for completing the training. Applicants are on hold until staffing requirements can be reviewed. I. Chief is working on Chain of Command and structure; by next summer he is looking at promotions to a Lieutenant position. He has made some verbiage changes to the description of the position and is waiting to hear back from Drew.

There was discussion of a building committee. The members are putting their suggestions & ideas on a flip board. It is noted that the fuel tank will need to be moved and rewired when the addition is being built.

Mr. Rife advised there was a resident request for a Knox Box. He will forward the information.

There was discussion of compiling a list of Township Road Maintenace numbers to assist in the event of snow removal needed for emergency calls.

1. Mr. Rife made a motion that the Fire Department use the damaged SUV for extrication training; and following training the vehicle be donated to Kirbys Auto. Mr. McClary seconded the motion. All were in favor.
2. Mr. McClary made a motion to approve the computer disposal. Ms. Marshall seconded the motion. All were in favor.

Asst. Chief Cook advised a former member requested to be reinstated to the Fire Department.

1. Mr. Lowe made a motion to approve reinstatement of Dawson Hawkins to the NWJFD. Ms. Marshall seconded the motion. All were in favor.
2. Mr. Rife made a motion to accept the I. Chief’s report. Mr. McClary seconded the motion. All were in favor.

Mr. Ken Reiff came in attendance to learn more about the pros and cons of joining a Fire District. There was general discussion of Fire Department operations, funding, manpower. He wanted to open the discussion and explore the option of Allen Township joining NWJFD.

Mr. McClary made a motion to enter executive session to discuss personnel. Ms. Marshall seconded the motion. All were in favor and the Board enter executive session at 8:48 p.m.

At 10:53 pm., Mr. McClary made a motion to exit executive session and return to the regular session. Mr. Rife seconded the motion. All were in favor.

It was brought to the Board’s attention that the Permanent Part Time members were not being scheduled or the positions utilized as presented or intended and the Board further recognizes the situation needs to be corrected.

1. Mr. Lowe made a motion that the District adhere to the intent, description and conditional offers for the Permanent Part Time members. As to provide the affected members time to adjust to the correction; this will be effective January 1. Ms. Marshall seconded the motion. All were in favor.

The NWJFD Board reviewed the Interim Chief and Assistant Chief offers.

1. Ms. Marshall made a motion to approve the offers as written and approve up to 160 hours of sick leave. Mr. Lowe seconded the motion. All were in favor.

Mrs. Hamilton will forward the offers to Mrs. Beeney to print and obtain signatures.

Ms. Marshall made a motion to adjourn with Mr. McClary seconding the motion. All were in favor and the Board adjourned at 11:02 p.m.

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer Northwestern Joint Fire District

Reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Logan Rife \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Beth Marshall \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Jerry McClary\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Bill Lowe