

NORTHWESTERN JOINT FIRE DISTRICT

May 14, 2025

Minutes

The Northwestern Joint Fire District Board met in Regular Session at 6:00 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 Ms. Allison Hamilton, Fiscal Officer were in attendance. Ms. Amy Beeney, District Administrator, Chief Hawkins and Asst. Chief Cook were also in attendance. FF Collins attended the meeting.

The Board reviewed the April 9, 2025 and May 2, 2025 meeting minutes.

- I. Ms. Marshall made a motion to accept the April and May minutes; Mr. McClary seconded the motion.
All were in favor.

Ms. Hamilton provided a copy of the LTD & STD quotes to the Board. The quote was for the entire roster; if elected, a Full Time census would be sent to the broker. Ms. Hamilton provided the Board with the March and April Bank reconciliation.

- II. Mr. McClary made a motion to accept the Fiscal Officer's Financial Report; including the Purchase Orders/Blanket Certificates, payments and payroll. Mr. Lowe seconded the motion. All were in favor.
- III. Mr. Lowe made a motion to approve long term disability and short term disability quotes for Full Time member. All were in favor.

Ms. Beeney requested to attend training in Perrysburg; including 2 days of training with overnight accommodations.

- IV. Ms. Marshall made a motion to approve training and accommodations. Mr. Lowe seconded the motion. All were in favor.

Chief Hawkins presented the Board with his report. There were 65 runs logged for the month of April. There were 27 of the runs that occurred in Leesburg Township and 12 runs were mutual aid. Air Bag controller was delivered; however, it does not fit the equipment. The invoice will be held until the equipment is corrected. Hose testing is in progress and ladder testing is coming up; scheduled for May 29th. The Rosenbauer contract has been signed and delivery is expected in 30 days. R&L Consultants assisted in coordinating the promotion process. The process included a written test, oral presentation, assessment and interview. The panel consisted of Sheriff Justice, Battalion Chief Chrissy Zimmer, Brent Sheares, Chief Hawkins, Assist. Chief Cook and Administrator Beeney. As the Chiefs did not score the candidates; following the process the remainder of the panel made recommendations.

Chief Hawkins advised that FF Allison Collins and FF Riley Hall will be promoted to Lieutenant positions. The Board congratulated the Lieutenants. The Board was pleased with the process and felt it was a good experience and process for the members to participate in.

Chief Hawkins provided the Board with a copy of the language for the Exhaust bid process.

- V. Mr. McClary made a motion to approve the Chief's report. Ms. Marshall seconded the motion. All were in favor.

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Mr. Bill Lowe made a motion to pass resolution 01-2025 to proceed with advertisement of the new vehicle exhaust system purchase and installation. Mr. McClary seconded the motion. All were in favor.

RESOLUTION 01-2025 NORTHWESTERN JOINT FIRE DISTRICT **Invitation to Bid-Vehicle Exhaust Removal System**

WHEREAS, the Northwestern Joint Fire District Board, Union County in accordance with Section 505.37 of the Ohio Revised Code, is seeking requests for sealed bids from qualified vendors with respect to purchasing and installation of a new vehicle exhaust removal system.

WHEREAS, the advertisement for the bids will run in the Marysville Journal Tribune two times with selected dates for bid packet pick up and return. All bids will need to be made in hard copy.

WHEREAS, All bids will be opened and reviewed for accuracy and compliance on advertised date. Bids will be opened at the Northwestern Joint District. Once completed, a notification will be sent to the successful bidder. Northwestern Joint Fire District and Northwestern Joint Fire District Board reserves the right to accept or reject any or all proposals; to waive any information or irregularities in the bids received and to award the contract to the best bidder whose proposal is deemed most favorable to the Northwestern Joint Fire District and the Northwestern Joint Fire District Board.

NOW, THEREFORE, BE IT RESOLVED, that on this date May 14, 2025, the Northwestern Joint Fire District Board, Union County hereby authorizes the Fire Chief, Assistant Fire Chief, Administrator and Fiscal Officer to proceed with the bid process.

Ms. Beth Marshall made a motion to go into Executive Session to discuss personnel. Mr. McClary seconded the motion. All were in favor. The Board went into Executive Session at 7:35 p.m.

Mr. Low made a motion to exit Executive Session and resume the regular meeting of the Board. Mr. McClary seconded the motion. All were in favor. The regular meeting resumed at 8:04 p.m.

There was discussion of manpower, staffing and overtime.

Asst. Chief advised the Board that the Asst. Chief truck was taken to Chapman Ford for an oil consumption. Chapman Ford submitted a request for an engine replacement for the vehicle. He will keep the Board updated.

- VI. Mr. Lowe made a motion to deny the request for light duty; as there are no further tasks to be completed. Mr. McClary seconded the motion. All were in favor.

As there was no further business; Ms. Marshall made a motion to adjourn the meeting, with Mr. Lowe seconding the motion. All were in favor. The Meeting was adjourned at 8:28 p.m..

Respectfully Submitted By:

Allison M. Hamilton, Fiscal Officer

Northwestern Joint Fire District

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Reviewed:

_____ Logan Rife

_____ Beth Marshall

_____ Jerry McClary

_____ Bill Lowe

