

Valley Fire District Board of Trustees Organizational and Regular Meeting

January 16, 2017

ORGANIZATIONAL MEETING:

The organizational meeting of the Valley Fire District Board was held on Monday, January 16, 2017 at the Valley Fire District, located at 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were in attendance.

Board Members	Fire Department	Fire Clerk	Legal Counsel
Amy Anderson, Chair	Chief Charlie Riedel	Catherine Anson	Ed Pullekins
Daniel Schneider	Asst. Chief Dave Morehouse		
Richard Slocum	Lieutenant Mike Packard		

Guests: Council Members Ron Fenn and Heather Davis, Village of Boston Heights

Chair Anderson called the organizational meeting to order at 5:34 PM.

2017 Chair of the Board: Motion by Slocum, seconded by Schneider to nominate Anderson as Chair.
Voting: All Yes [20170116-01]

2017 Vice Chair: Motion by Slocum, seconded by Anderson to nominate Slocum as Vice Chair.
Voting: All Yes [20170116-02]

2017 Secretary of the Board: Motion by Anderson, seconded by Schneider to nominate Slocum as secretary. Voting: All Yes [20170116-03]

Legal Counsel: Motion by Slocum, seconded by Schneider to accept the contract reappointing Ed Pullekins as legal counsel for the District. Voting: All Yes [20170116-04]

Pay Rates for 2017: Motion by Slocum, seconded by Schneider to accept the pay rates as listed in the attached agenda. Voting: All Yes [20170116-05]

Holidays for 2017: Motion by Slocum, seconded by Schneider to accept the holidays as listed in the attached agenda. Voting: All Yes [20170116-06]

Adjournment: There being no further organizational business, the meeting was adjourned at 5:41 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair

REGULAR MEETING:

The regular meeting of the Valley Fire District Board was held on Monday, January 16, 2017 at the Valley Fire District, located at 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were in attendance.

Board Members	Fire Department	Fire Clerk	Legal Counsel
Amy Anderson, Chair	Chief Charlie Riedel	Catherine Anson	Ed Pullekins
Daniel Schneider	Asst. Chief Dave Morehouse		
Richard Slocum	Lieutenant Mike Packard		

Guests: Council Members Ron Fenn and Heather Davis, Village of Boston Heights

The regular board meeting of the Valley Fire District was called to order by Chair Anderson at 5:41 PM.

Approval of Minutes:

Motion by Slocum, seconded by Schneider to approve minutes of the December 8, 2016 regular meeting. Voting: All Yes [20170116-07]

Motion by Slocum, seconded by Schneider to approve minutes of the December 8, 2016 special meeting. Voting: All Yes **[20170116-08]**

Motion by Slocum, seconded by Schneider to approve minutes of the January 4, 2017 special meeting with a minor correction. Voting: All Yes **[20170116-09]**

Appropriations: None

Interfund Transfers: None

Purchase Orders:

Regular PO

PO#	ACCOUNT	ACCT NAME	VENDOR	AMOUNT
1-2017	1000-220-420-0000	Fuel	Voyager	\$1,980.00
2-2017	1000-110-351-0000	Electricity	Boston Township	\$43.95
3-2017	1000-290-500-0000	Other	Direct TV	\$289.26
4-2017	1000-110-313-0000	UAN Fees	Treasurer Ohio	\$762.00
5-2017	1000-110-323-0000	Copier Lease	US Bank	\$420.00
6-2017	1000-220-341-0000	Telephone	Verizon	\$381.00
7-2017	1000-220-341-0000	Telephone	Windstream	\$1,170.00
8-2017	1000-290-490-0000	Other-Supplies	Distillata	\$250.00
9-2017	1000-110-360-0000	Contracted Services	Life Force	\$2,000.00
10-2017	1000-110-353-0000	Natural Gas	Dominion	\$1,800.00
11-2017	1000-110-351-0000	Electricity	Ohio Edison	\$1,000.00
12-2017	1000-220-400-0000	Safety Equipment	Praxair	\$291.00
13-2017	4901-760-750-0000	Motor Vehicles	V Boston Heights	\$12,000.00
14-2017	1000-220-230-0000	Workers Comp	BWC	\$283.32

BC Super Blanket

PO#	ACCOUNT	NAME	AMOUNT
84-2016	1000-110-500-0000	Other (bank analysis fee)	\$65.40
1-2017	1000-290-500-0000	Other	\$380.00
2-2017	1000-110-150-0000	Board Stipends	\$1,350.00
3-2017	1000-110-323-0000	Repairs & Maintenance	\$150.00
4-2017	1000-110-500-0000	Other	\$2,000.00
5-2017	1000-220-323-0000	Repairs & Maintenance	\$4,000.00
6-2017	1000-290-410-0000	Office Supplies	\$200.00
7-2017	1000-220-590-0000	Other	\$300.00
8-2017	1000-290-490-0000	Other-Supplies	\$300.00

Bank Reconciliation: Motion by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes **[20170116-10]**

Approval of Payroll: Motion by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes **[20170116-11]**

Approval for Payment of Bills: Motion by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes **[20170116-12]**

Business:

- **Financials**
- **Life Force Closures:** Motion by Slocum, seconded by Schneider to accept the closures. All Yes **[20170116-13]**
- **Policy Update:** The board reviewed the draft policy updates emailed earlier by Riedel. The updates were a group effort and the feedback on the policy is requested.
- **Develop Assets Inventory with Maintenance Schedule:** The board requested that Riedel develop a list of assets (such as cots, jaws of life, air bags) listing age, expected life span, and any preventive maintenance/repairs. Riedel will work with Yost in developing this list.
- **Budget for Next Year:** Slocum and Anson will work on a draft budget for Fiscal Year 2017 for presentation to the board.

- **Expiration of Operating Levy:** The 6.3 mil operating levy for the VFD expires next year. Since no other election items for the spring have been registered, the board will place the levy on the fall ballot. Requested information from Summit County should be received shortly.
- **Summit County Safety Council Enrollment:** Membership in the Safety Council is free but there is a charge for each meeting attended. Regular attendance should reduce our Worker's Compensation charges. The Chief agreed to attend the meetings. Motion by Slocum, seconded by Schneider to join the Safety Council. All Yes **[20170116-14]**

Reports:

Riedel:

- Judy Gau resigned and is planning to move out of the area this summer.
- We sent Brandywine an invoice for \$18,000 for this season's coverage. Same as last year, a new contract is not expected. We checked with our insurance company last year and a new contract was not deemed necessary.

Morehouse:

- Expressed appreciation for all of the cards and kudos from the Village of Boston Heights, Peninsula, and especially Boston Township.

Packard:

- Joint training using a sims lab is planned for February with the Brecksville Metro Hospital, Brandywine/ Boston mills ski patrols and Valley Fire.
- We transported 7 patients from Brandywine / Boston Mills to Metro Hospital so far this season.
- The state fire training trailer will be here for a week for firefighter search and rescue training. And the fire simulation trailer for another week.
- Valley Fire will be hosting boaters safety class (OBEC) in February for water rescue team members and firefighters .
- Board members are welcome to attend any of the training if there is room after local area and VFD slots are filled. We can always offer additional/repeat classes if warranted

Adjournment

There being no further business, Slocum motioned to adjourn the meeting at 6:28 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair

VALLEY FIRE DISTRICT BOARD OF TRUSTEES

AGENDA

January 16, 2017

Trustees:

Amy Anderson
Daniel Schneider
Richard Slocum

Catherine Anson, Clerk
Ed Pullekens, Counsel

Fire Department:

Charlie Riedel
Dave Morehouse

ORGANIZATIONAL MEETING:

2017 Chair of the Board
2017 Secretary of the Board
Legal Counsel
Pay Rates for 2017
Holidays for 2017

Holidays for 2017

New Year's Day: January 1	Thanksgiving Day: November 23
Easter: April 16	Christmas Eve: December 24
Memorial Day: May 29	Christmas Day: December 25
Independence Day: July 4	New Year's Eve: December 31
Labor Day: September 4	

Pay Rates for 2017

- Board Members: \$30.00 per meeting up to 15 meetings
- Clerk: \$9,000.00 annually, to be paid monthly at \$750.00
- Chief: \$6,000.00 annually, to be paid monthly at \$500.00
- Asst. Chief: \$3,984.00 annually, to be paid monthly at \$332.00
- Captain: \$3,192.00 annually, to be paid monthly at \$266.00
- Lieutenant: \$2,784.00 annually, to be paid monthly at \$232.00
- 1st Lieutenant: \$2,784.00 annually, to be paid monthly at \$232.00
- Station Duty: \$13.00 per shift hour for EMT's \$26.00 per hour holiday duty
\$15.00 per shift hour for Paramedics \$30.00 per hour holiday duty
- Run/Call Hours: \$13.00 per hour for EMTs, two hour minimum
\$15.00 per hour for Paramedics, two hour minimum
- Training: \$13.00 per hour for EMTs
\$15.00 per hour for Paramedics
- Mechanics: \$20.00 per hour