

**Valley Fire District Board of Trustees Regular Meeting**

**May 15, 2017  
REGULAR MEETING**

The regular meeting of the Valley Fire District Board was held on Monday, May 15, 2017 at the Valley Fire District, located at 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were in attendance.

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

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

The regular board meeting of the Valley Fire District was called to order by Chair Anderson at 5:36 PM.

**Approval of Minutes:**

Motion by Slocum, seconded by Schneider to approve minutes of the April 17, 2017 regular meeting. Voting: All Yes **[20170517-01]**

**Appropriation Reallocations:**

FUND	NAME	ORIGINAL	CORRECTED
1000-220-212	Social Security	1,000.00	
1000-110-212	Social Security		1,000.00
1000-220-100	Salaries	989.00	
1000-220-318	Outside Training		989.00

Motion by Slocum, seconded by Schneider to approve reallocations of appropriations. Voting: All Yes **[20170517-02]**

**Purchase Orders:**

**Then & Now**

PO#	ACCOUNT	VENDOR	\$AMOUNT
31-2017	<b>1000-110-314-0000</b>	<b>Tax Collection Fees</b>	<b>4,000.00</b>
32-2017	4901-220-314-0000	Tax Collection Fees	1,500.00

**BC Super Blanket**

PO#	ACCOUNT	ACCOUNT NAME	\$AMOUNT
33-2017	1000-290-500	Other	1,000.00
<b>34-3017</b>	<b>1000-220-313</b>	<b>Outside Training</b>	<b>5,489.00</b>

Motion by Slocum, seconded by Schneider to approve purchase orders. Voting: All Yes **[20170517-03]**

**Bank Reconciliation:** Motion by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes **[20170517-04]**

**Approval of Payroll:** Motion by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes **[20170517-05]**

**Approval for Payment of Bills:** Motion by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes **[20170517-06]**

**Business:**

- **Financials**
- **Life Force Closures:** Motion by Slocum, seconded by Schneider to accept the closures. All Yes **[20170517-07]**
- **Policy Update and Assets Inventory with Maintenance Schedule:** Riedel added page numbers to the policy draft. The board is in process of reviewing the entire document but was particularly interested in making sure that the officer roles are clearly and accurately defined and have taken a look at similar fire district staffing policies. The board reminded officers that monthly

activity reports are due to the board one week prior to the monthly meeting.

The board requested an update on the Assets Inventory with Maintenance Schedule. Riedel responded that Yost is continuing to work on this list.

- **Sale of old squad:** We are currently registered with Gov.Deals and Riedel, in consultation with Pullekens, will be posting an advertisement for the squad.
- **911 Contract:** There was some discussion of vendors but no official offer has been solicited as yet.
- **RITA backlog of reports (2012-2015):** In response to notification from RITA regarding late filing of annual reports, the clerk requested clarification on when the VFD switched from CAA to RITA reporting. The board indicated that the changeover took place May 2015. The clerk will communicate this information to RITA.

#### **Reports:**

##### **Riedel:**

- The radio cutover is expected to occur in August. All radios should be able to be switched over with the new software at that time. We may want to purchase additional radios from Copley at that time.  
Anderson requested that the clerk forward all radio and software bills to her for reimbursement.
- Memorial Day parade schedules are set for the participation by the VFD.
- With Anderson: Concurrent bridge work is expected for two months in June on Boston Mills and Olde Route 8 roads. Hines Hill will be the recommended detour route. Because of the concern in reaching people quickly during an emergency, Great Lakes Construction has agreed to pay for a second shift (4:00 to 10:00 PM/7 days per week) at the Peninsula station. This will cover peak call periods. Funding will be similar to the ski shifts. We haven't received documentation yet.  
Motion by Slocum, seconded by Anderson to accept the agreement with Great Lakes to staff the Peninsula station while both bridges are closed. Voting: All Yes **[20170517-08]**

##### **Morehouse:**

- The Valley Firefighters Association recently elected new officers: President: Steven Soblosky; Vice President: Joe McVey; Treasurer: Brian Riedel
- The Pancake Breakfast earlier in the month brought in \$1700 but was down by about 100 people.

##### **Duber:**

- Work continues on overhauling the Standard Operating Guidelines (SOGs).

##### **Packard**

- Work day and truck day went well. The brownies were good, and appreciated.

#### **Executive Session**

Motion by Slocum, seconded by Schneider to enter into executive session at 6:24 PM to discuss personnel issues.

Schneider – yes  
Slocum – yes  
Anderson – yes

Motion by Slocum, seconded by Schneider to return to regular session.

Schneider – yes  
Slocum – yes  
Anderson – yes

#### **Adjournment**

There being no further business, Slocum motioned to adjourn the meeting at 6:47 PM.

Respectfully submitted,

---

Catherine Anson, Clerk

---

Amy Anderson, Chair