

**VALLEY FIRE DISTRICT BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING**

June 18, 2018

The regular meeting of the Valley Fire District Board was held on Monday, June 18, 2018 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 Riedel	Catherine Anson	Ed Pullekens
Daniel Schneider	Asst. Chief Morehouse		
Richard Slocum	Capt. Duber		
	Lt. Packard		

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:33 PM.

Announcements:

Anderson offered condolences to the family of Peninsula resident Bill Sneider.

Anderson expressed congratulations to Valley firefighter Kevin Hylbert who was recently appointed Assistant Chief at Granger.

Approval of Minutes:

MOTION by Slocum, seconded by Schneider to approve minutes of the May 21, 2018 meeting as corrected. Voting: All Yes. **[20180618-01]**

Bank Reconciliation: MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes **[20180618-02]**

Approval of Payroll: MOTION by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes **[20180618-03]**

Approval for Payment of Bills: MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes **[20180618-04]**

Business:

- **Financials.** The board reviewed the proposed 2019 budget as indicated on the Alternative Tax Form. MOTION by Slocum, seconded by Schneider to accept the 2019 budget as presented. Voting: All Yes **[20180618-05]**
- **Life Force Closures:** MOTION by Slocum, seconded by Schneider to accept the closures as noted. Voting: All Yes **[20180618-06]**
- **Policy Update /Assets Inventory with Maintenance Schedule/Standard Operating Guidelines:** The chief returned an updated version of the policy manual to the board.
- **Better You, Better Ohio:** The board agreed to pass along the information on the Bureau of Workers' Compensation program to its employees.

REPORTS:

Riedel:

- The burn of the Lorenz house has been postponed to August.
- The new personnel are continuing to progress with their training and should be ready to start work soon.
- In response to a question from the board, we have 12 inspectors and the policy is to distribute the work equally amongst them. Recently inspections has been limited to a handful of the inspectors but we will be rotating among all the inspectors in the coming months.

Morehouse:

- There were no significant calls this month.
- He requested funds from the board to attend the Ohio Fire Chiefs conference in Columbus July 12-16. The estimated cost is \$270. MOTION by Slocum, seconded by Schneider to approve the cost to attend the conference. Voting: All Yes **[20180618-07]**

Duber:

- Five people have been taking technical rescue training with the county: Soblosky, Sebastian, Sternad, McVey, and Levitt.

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- As mentioned earlier, the Lorenz house burn was moved to a future date and the house is currently being used to provide additional training opportunities.

Packard:

- Brecksville is scheduling 45 trainings at the VA hospital before it is torn down, including training on breaking down doors and breaking windows.
- Replacement equipment has been ordered at an estimated \$2,000 under budget. We're saving money on delivery charges by having all of the pieces shipped to a distribution center where we'll pick them up.

Soblosky reporting for the Valley Firefighters Association:

- The budget reports on the room renovation were distributed. The VFD side of the budget was slightly over due the cost of the new lock on the door. MOTION by Slocum, seconded by Schneider to add the cost of the door lock to the renovation budget. Voting: All Yes [20180618-08]
- The VFA is planning a fund raising event for the purchase of a new vehicle to be used in park rescue operations.

Executive Session: MOTION by Anderson, seconded by Schneider, to enter executive session to discuss personnel issues. Anson called roll:

Schneider: Yes Slocum: Yes Anderson: Yes

Motion passed. The trustees entered executive session at 6:23 PM. [20180618-09]

MOTION by Anderson, seconded by Schneider, to enter regular session. Anson called roll:

Schneider: Yes Slocum: Yes Anderson: Yes

Motion passed. The trustees reconvened at 6:45 PM with no action taken during the session. [20180618-10]

Personnel Matters:

The board discussed the following issues with the chief:

- The lieutenant position should be posted now instead of waiting for the policy manual to be officially approved.
- The board requested information on who is responsible for oversight of maintenance. The chief explained that ongoing daily maintenance inspection checks are still occurring. If a problem is spotted, it is reported to the captain who works with Adams on scheduling the repairs. The board expects to see more than five hours per month on the captain's report.
- In response to a question from the board, the chief explained the procedure for event inspections. The initial inspection is scheduled before the event opens. During the course of the event, inspections happen randomly throughout the day since changes to layout often happen as the day progresses. This year food trucks were part of the event and there were new regulations from the fire marshal for the inspection of food trucks.
- Pullekens will check on requirements for part-time hours. This information should be included in the policy manual.
- All disciplinary letters should be copied to the clerk for the locked personnel files.

Adjournment

There being no further business, Slocum motioned to adjourn the meeting at 7:00 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair