

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

**February 18, 2019**

The regular meeting of the Valley Fire District Board was held on Monday, February 18, 2019 at the Valley Fire District, located at 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were in attendance.

<b>Board Members</b> Amy Anderson, Chair Daniel Schneider Richard Slocum	<b>Fire Department</b> Chief Riedel Asst. Chief Morehouse Lt. Packard	<b>Fire Clerk</b> Catherine Anson	<b>Legal Counsel</b> Ed Pullekens
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The regular board meeting of the Valley Fire District was called to order by Anderson at 5.32 PM.

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

Anderson. Yes                      Slocum. Yes                      Schneider. Yes  
Motion passed. The trustees entered executive session at 5.32 PM. [20190218-01]

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

Anderson. Yes                      Slocum. Yes                      Schneider. Yes  
Motion passed. The trustees reconvened at 5.43 PM with no action taken during the session. [20190218-02]

Anderson brought in the traditional Valentine cookies in honor of John Pulchalsky's birthday. Thirteen years ago, the agreement was signed to form the Valley Fire District finalizing the prep work carried out by then Boston Trustee Pulchalsky.

**Approval of Minutes.** MOTION by Slocum, seconded by Schneider to approve minutes of the January 21, 2019 regular meeting. Voting. All Yes. [20190218-03]  
Minutes of the Organizational Meeting of January 21, 2019 were tabled until the next meeting.

**Appropriations Reallocations.** MOTION by Slocum, seconded by Schneider to approve the reallocations. Voting. All Yes. [20190218-04]

FUND	NAME	FROM	TO
1000-110-314-0000	Tax Collection Fees	(2,500.00)	
1000-110-318-0000	Contracted Services: LifeForce		1,500.00
1000-110-360-0000	Training		1,000.00

**Purchase Orders.** Items at \$2,500 or more must be signed by the board. MOTION by Slocum, seconded by Schneider to approve the purchase orders. Voting. All Yes. [20190218-05]

SUPER PO#	ACCOUNT	ACCOUNT NAME	\$AMOUNT
21-2019	1000-110-318-0000	Contracted Services: LifeForce	1,500.00
22-2019	1000-110-360-0000	Training	1,000.00
<b>23-2019</b>	<b>4901-760-750-0000</b>	<b>Capital: Motor Vehicles</b>	<b>5,000.00</b>
24-2019	2901-220-218-0000	FEMA-training	2,000.00
25-2019	1000-220-4000-0000	EMS supplies	1,000.00

**Bank Reconciliation.** MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting. All Yes [20190218-06]

**Approval of Payroll.** MOTION by Slocum, seconded by Schneider to approve the payroll. Voting. All Yes [20190218-07]

**Approval for Payment of Bills.** MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting. All Yes [20190218-08]

**Business.**

- **Financials.** The financial statements, distributed prior to the meeting, were discussed.
- **Life Force Closures.** MOTION by Slocum, seconded by Schneider to accept the closures as noted. Voting. All Yes [20190218-09]

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- **New Credit Card Policy:** MOTION by Slocum, seconded by Schneider to accept the credit card policy based on new state requirements. Voting. All Yes [20190218-10]
- **Workers' Comp:** An update was provided on the two open workers' compensation cases. The board agreed to continue to support Sebastian's workers' comp claim.
- **Permanent Appropriations:** the draft permanent appropriations and budget comparisons worksheets were distributed prior to the meeting.  
MOTION by Slocum, seconded by Schneider to approve the permanent appropriations for 2019 as presented. Voting. All Yes [20190218-11]
- **Legal Services Contract:** The contract for legal services with Ed Pullekens was signed at the meeting.

**REPORTS.**

**Riedel.**

- Hudson accepted our bid for the Explorer and we should be able to pick it up this week.
- Our mechanic is currently in the hospital awaiting double by-pass surgery. The board wishes him well.
- The thermal imaging camera broke. It originally cost ~\$9,600 and newer versions have lowered in price to ~\$7,600. He is checking with insurance for coverage.
- He recommended rehiring Brent Bergdorf who left us due to a conflict with his full-time employer. MOTION by Slocum, seconded by Schneider to rehire Brent Bergdorf as a paramedic. Voting. All Yes [20190218-12]

**Morehouse.**

- He will inventory Valley-branded stocking caps and order more at the suggestion of the board.
- Major incidents: A truck lost control and rolled over an embankment on the turnpike near 271. The crew use ropes for the rescue. Anderson reported a truck accident on Boston Mills; due to the number of incidents on that road, Chief Varga was going to report the high accident area to Google to reroute truck traffic.

**Packard:**

Continuing a discussion raised at a previous meeting, he distributed a draft job description for the new position of chaplain. Matt Cern served in a chaplain capacity at the recent swearing-in ceremony for our two new lieutenants and such a position would also have been very helpful in talking to the victims of the recent fire. There are two candidates interested in the position, both of whom are ordained ministers. While the position is considered volunteer, there may be situations where the board would approve hourly pay.

There is a training opportunity available at the Ohio Federation of Fire Chaplains in March. The cost of membership plus training for the three-day event is \$150 plus \$60/night at the Fire Academy. Membership in the Ohio chapter includes national membership and the Ohio Chapter is held in high regard. The position will benefit from other training as well such as the county's Crisis Intervention Training (free, but comes with a considerable time commitment) and annual continuing education. Anderson attended the CIT training with the county and highly recommends it. The estimated cost of the annual training is \$300/year. Additional cost for the position would be a designated badge for the uniform.

MOTION by Slocum, seconded by Schneider to approve the volunteer position of chaplain.

Voting. All Yes

[20190218-13]

**Packard, reporting for Moledor:**

- Moledor is working on an inspector program. He might be able to secure additional iPads for the program from University Hospitals. He will be looking at other options for programming, including information gathered at the FDIC event. He will talking about this with our personnel at the Wednesday night training session.
- All issues with the 911 messaging system have been resolved.
- Update on the two recent fires: our team has found the cause of the fires to be undetermined. The state is now conducting their investigation.
- Guidelines for a new transport policy are being written to advise personnel on when to transport patients to a requested hospital at a distance away rather than one closer. This is necessary given our limited personnel resources. The draft policy will be sent to the board for

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review and approval when ready.

- Our software and hardware systems are being evaluated and options will be considered for reporting procedures. Additional information will be gathered at the FDIC event.
- Warren Fire will be testing the extinguishers soon.

**Soblosky.**

- This Friday is the staff Christmas Party and invitations to attend were extended to the board and clerk for the dinner.

**Executive Session.** MOTION by Anderson, seconded by Slocum, to enter executive session to discuss personnel issues with the officers remaining. Anson called roll.

Anderson. Yes                      Slocum. Yes                      Schneider. Yes  
Motion passed. The trustees entered executive session at 6:55 PM.                      **[20190218-14]**

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

Anderson. Yes                      Slocum. Yes                      Schneider. Yes  
Motion passed. The trustees reconvened at 7:17 PM with no action taken during the session.                      **[20190218-15]**

**Chaplain Position:**

MOTION by Slocum, seconded by Schneider to approve the nomination of Matt Cern for the volunteer position of chaplain. Voting. All Yes                      **[20190218-16]**

MOTION by Slocum, seconded by Schneider to approve funds for professional membership fees and training for the chaplain at an estimated cost of \$350. Voting. All Yes                      **[20190218-17]**

**Adjournment**

There being no further business, Slocum motioned to adjourn the meeting at 7:19 PM.

Respectfully submitted,

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Catherine Anson, Clerk

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Amy Anderson, Chair