

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

May 21, 2019

The regular meeting of the Valley Fire District Board was held on **Tuesday, May 21, 2019** at the Valley Fire District, located at 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were in attendance.

| | | | | |
|----------------------|------------------------|------------------------|-------------------|--------------|
| Board Members | Fire Department | Fire Department | Fire Clerk | Legal |
| Amy Anderson, Chair | Chief Riedel | Lt. Sebastian | Catherine Anson | Ed Pullekins |
| Daniel Schneider | Asst. Chief Morehouse | | | |
| Richard Slocum | | | | |

The regular board meeting of the Valley Fire District was called to order by Anderson at 6:32 PM.

Approval of Minutes. MOTION by Schneider, seconded by Slocum to approve minutes of the April 15, 2019 regular meeting. Voting. All Yes. [20190521-01]

Appropriations Reallocations: MOTION by Slocum, seconded by Schneider to approve the reallocations. Voting. All Yes. [20190521-02]

| FUND | NAME | FROM | TO |
|-------------------|------------|------------|---------|
| 1000-220-100-0000 | Salaries | (4,000.00) | |
| 1000-220-311-0000 | Legal Fees | | 4000.00 |

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. [20190521-03]

| SUPER PO# | ACCOUNT | ACCOUNT NAME | \$AMOUNT |
|-----------|-------------------|----------------------|----------|
| 36-2019 | 1000-220-311-0000 | Legal fees* | 1,000.00 |
| 37-2019 | 1000-110-500-0000 | Other | 4,000.00 |
| 38-2019 | 1000-290-490-0000 | Supplies & Materials | 4,000.00 |
| 39-2019 | 1000-220-318-0000 | Training | 4,000.00 |
| 40-2019 | 1000-220-311-0000 | Legal fees* | 3,000.00 |

Bank Reconciliation. MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting. All Yes [20190521-04]

Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve the payroll. Voting. All Yes [20190521-05]

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting. All Yes [20190521-06]

Given the high cost for general supplies purchased from BEI, Anderson stated that a cheaper vendor such as Costco be used for these purchases in the future.

Business.

- **Financials.** The financial statements, distributed prior to the meeting, were discussed. A draft of the 2020 budget will be ready by the next meeting for submission to the County Fiscal Office by July 15. Slocum will be working on future projections for equipment replacement. Allowable items for purchase under the capital levy was discussed.
- **Policy Review:** Anderson stated that the assets inventory and maintenance schedule should be made a priority.

REPORTS.

Riedel.

- A report from the BWC official from the recent in-person inspection was distributed to the board.
- The team is ready for the usual set up in the Boston garage for Memorial Day activities.
- A potential fire at a local business was taken care of by their automatic sprinkler system.
- It's time to review specs necessary for the upcoming tanker purchase given the year required to build out the equipment. By the next meeting, the board will appoint a committee to investigate and present a purchase proposal to the board for their consideration.

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Morehouse.

- Engine 2814 is under repair at an estimated cost of \$1300.
- There were no other significant calls except the potential fire at a local business.
- We received a plaque from Metro Health honoring Dupree, Morehouse, Paulett, ad Soblosky for their work in saving the life of a person on the trail.
- The company handling the repair of turnout gear wants the district to sign a waiver because the company cannot guarantee the status of the equipment given its age. We have 16 sets that are at least 15 years old. Anderson requested names of people whose equipment is to be replaced for all future requests. Levitt is currently using his own gear and the cost to replace his Valley gear is estimated at \$2300. The board will take this under consideration and will include replacement turnout gear in the budget projections.

Sebastian, reporting for Moledor.

- 20 inspections have been held to date and fire drills were held at Heritage Schools.
- He developed a new emergency contact form for business owners.
- Costco is having food trucks each weekend and the trucks will be inspected. Cosco Safety Day was held by the Boy Scouts last weekend in three events resulting in lots of calls. Thanks were offered to everyone who contributed.
- Fuel tank inspections were done.
- The officers held a meeting to discuss possible new hires. A list including names and details will be presented to board.
- If the board agrees, the backlog of inspections can be cleared up by allowing an additional 10 hours per week until the end of the year. MOTION by Anderson, seconded by Slocum to approve the additional hours. Voting. All Yes [20190521-07]

Sebastian.

- The two iPads are working well with the existing EMS software for now.
- He is continuing to work on transport guidelines.
- Warren Fire still has one of our extinguishers out.
- He completed the Officer II class.
- The fire investigation as requested by the NPS was conducted on the park house on Oak Hill and was concluded to be undetermined in origin. The house did have power but was slated for demolition.
- The muffler on Car 1 was repaired. The car is in service and will be lettered soon.
- He created a list of hydrants for the department so that inspections can be scheduled.
- The replacement thermal image camera was installed on the Boston Heights vehicle. The board questioned why the camera was installed on that vehicle instead of a Valley-owned vehicle. The Boston Heights vehicle is in service for a greater time period; a work around would be to move the vehicle to the station on duty. The board asked if Boston Heights will be willing to pay for camera dedicated to their facility. Riedel will follow up on this.
- Instead of buying a second, and very expensive, camera for the Valley vehicle, a hand-held thermal camera at a cost of \$599 could be purchased. We may want to get a few. The board will take this under consideration
- Clean up day receipts went slightly over the approved amount; however, some standard items were included in the purchase receipts which would normally be paid from the supply fund. MOTION: by Slocum, seconded by Schneider to approve the additional cost. Voting. All Yes [20190521-08]

Announcement. Anderson thanked everyone for agreeing to move the meeting from Monday due to extenuating circumstances and a possible lack of quorum. This is a very rare occurrence and she was disappointed to receive complaints about the reschedule.

Executive Session. MOTION by Anderson, seconded by Slocum, to enter executive session to discuss personnel issues and litigation. Riedel remained for the personnel session. Anson called roll.

Anderson. Yes Slocum. Yes Schneider. Yes

Motion passed. The trustees entered executive session at 7:35 PM. [20190521-09]

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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 8:13 PM with no action taken during the session.

[20190521-10]

Turnout Gear. The board discussed the immediate problem of gear for Levitt and for the necessity of planning future purchases of replacement gear. Morehouse was asked for a list of items and ages of gear assigned to which personnel for consideration in scheduling the replacements. A long-term plan is to build in rolling replacements so that the payments can be spread out over budget years.

MOTION by Slocum, seconded by Schneider to approve \$2300 for replacement turnout gear for Levitt. Voting. All Yes

[20190521-11]

Adjournment

There being no further business, Slocum motioned to adjourn the meeting at 8:31 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair