

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

**July 15, 2019**

The regular meeting of the Valley Fire District Board was held on **Monday, July 15, 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	<b>FIRE DEPARTMENT</b> Lt. Sebastian	<b>FIRE CLERK</b> Catherine Anson
			<b>LEGAL</b> Ed Pullekens

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:35 PM.

**Approval of Minutes.** MOTION by Slocum, seconded by Schneider to approve minutes of the **June 17, 2019** regular meeting. Voting. All Yes. **[20190715-01]**

**Supplemental Appropriations.** Following up on the last meeting, Anson presented supplemental appropriations to cover unexpected and unusual expenses for the rest of the year. MOTION by Slocum, seconded by Schneider to approve the supplemental appropriations as presented. Voting. All Yes. **[20190715-02]**

FUND	NAME	\$AMOUNT
1000-220-311-0000	Accounting & Legal Fees	6,000
1000-220-100-0000	Salaries	4,000
1000-220-323-0000	Repairs & Maintenance	10,700
1000-220-400-0000	EMS Supplies	3,000
1000-220-349-0000	Other-Communications	9,000
1000-220-590-0000	Clothing (1 set turnout gear)	2,300
	<b>TOTAL</b>	<b>35,000</b>

**Appropriations Reallocations.** MOTION by Slocum, seconded by Schneider to approve the reallocations as presented. Voting. All Yes. **[20190715-03]**

FUND	NAME	FROM	TO
1000-220-100-0000	Salaries	(2,100.00)	
1000-220-590-0000	Clothing		300.00
1000-220-343-0000	Repair		1,800.00

**Purchase Orders.** Items at \$2,500 or more must be signed by the board. MOTION by Slocum, seconded by Schneider to approve the super blanket purchase orders. Voting. All Yes. **[20190715-04]**

SUPER PO#	ACCOUNT	ACCOUNT NAME	\$AMOUNT
41 -2019	1000-110-500-0000	Other	2,700.00
42 -2019	1000-110-313-0000	UAN Fees	2,700.00
43 -2019	1000-110-323-0000	Copier Maintenance	2,000.00
44 -2019	1000-110-353-0000	Natural Gas	1,500.00
45 -2019	1000-220-400-0000	EMS Supplies	3,000.00
46 -2019	1000-220-400-0000	EMS Supplies	2,000.00
47 -2019	1000-220-349-0000	Other-Communications	15,000.00

**Bank Reconciliation.** MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting. All Yes **[20190715-05]**

**Approval of Payroll.** MOTION by Slocum, seconded by Schneider to approve the payroll. Voting. All Yes **[20190715-06]**

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**Approval for Payment of Bills.** MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting. All Yes [20190715-07]

**Business.**

- **Financials.**
- **Policy Review/Assets Inventory.**
  - Riedel distributed the inventory list which was 95% completed. He narrowed the list to include only big ticket items. The list was compiled using a software program and they needed to fit the items into the pre-existing categories. Radios and equipment were updated to reflect industry standards.
  - Anderson stated that she received only two reviews back on the policy manual updates. Riedel stated that he was fine with the changes. Slocum reviewed the document and will send comments by tomorrow morning.
- **Appointment of Review Committee for Equipment Purchases.** Slocum is appointed as a member from the board. Anderson will appoint two rank and file members to the committee.
- **Equipment Repair/Replacement.**
  - Anderson reported that engine 2814 is out of service again for repair. Sebastian, reporting for Duber, said that the brakes were fine but the hydraulic lifts for the cab were broken. Two new cylinders would cost \$4,000 but they might be able to rebuild them for \$1,500 to \$2,000. MOTION by Slocum, seconded by Schneider to approve the repair of the engine. Voting. All Yes [20190715-08]
  - MOTION by Anderson, seconded by Schneider to replace Engine 2814 as soon as possible with a basic model, not a Cadillac model. The estimated cost is \$450,000. Anderson stated that there are strong views from people who work on other departments and those opinions will be valuable. Voting. All Yes [20190715-08]
  - Tanker 2818 will be replaced as soon as possible as well and will be factored into the capital budget if the pending grant application is denied. The Village of Boston Heights will be asked to cover the cost of future equipment similar to the recent squad purchase given that duplicate equipment is needed due to second station in Boston Heights. Anderson noted that this is fourth meeting with no representative from Boston Heights.

**REPORTS.**

**Riedel.**

- The Medicaid direct deposit issues were resolved.
- We received a \$2,841.00 EMS grant from the State of Ohio.
- He is looking at an Ohio grant opportunity for \$280,000.
- Carol Kiel, who has been on a leave of absence, has resigned.
- Interviews for new hires are starting this week.

**Morehouse.**

- Significant calls this month included a car fire and a bike and car accident due to sun glare. We handled two calls at the same time: a barn fire on Church Street and a medical issue. We also had three calls at the same time and requested mutual aid: a medical issue at the boy scout camp, a car roll-over, and tree limbs on wires.
- The gear for Moledor is in. The gear for Levitt is on order. The three pairs of boots are in. Anderson stated that she requested proof of time of order on the boots a month ago. Morehouse stated that there was a problem with the original order and he re-ordered from a different company. He will request proof of time of order on the original order.
- Anderson stated that the board should be notified whenever equipment is out of service regardless of the vacation schedule. The board needs to be kept informed of the situation and this didn't happen last time.

**Sebastian, reporting for Duber.**

- Engine 2812 is out of service. The air tank is leaking. The company sent us the wrong one.
- The portable generator for 2813 has been working intermittently and has now been repaired.
- Reynolds finished the check off sheets and will be assigned as the third person for staffing and is expected to be moved to the second person as EMT.
- Razak and Reynolds have finished most of the swift water training and will be added to the team when approved. We'll then have 10 people on the team.

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**Sebastian, reporting for Packard.**

- We were able to attend live fire training at Brecksville last month.
- Several call-offs due to summer vacations were filled so we were fully staffed last month.
- The inspection hours are being tracked.
- On-water training with the Coast Guard is upcoming.
- Several firefighters are interested in serving on the equipment purchase committee.
- Anderson asked if the 6-month review for new hires has been started; Riedel responded that the reviews will be scheduled.

**Sebastian, reporting for Moledor.**

- Seven inspections were done in June and more inspectors have been trained.
- There is a software issue in the recording and accessing information; a solution is being sought.
- The fit test machine is out for repair.
- Anderson requested information on dates for the rest of the year to ensure that all officers are available to attend board meetings. We may have to move the meetings to Tuesdays for those conflicts. Slocum stated that he may not be able to attend the October meeting. The move to selected Tuesdays will need to be publicized and are likely to be September 16 and November 18. Confirmation is pending.

**Sebastian.**

- The maintenance contract for the life pack machines was not renewed on time due to the company buyout and loss of personnel (Physio-Control to Stryker). If we experienced problems with the machines, the company would have honored the lapsed contract. He added the Lucas device to the repair contact and the cost per year of the new contract is \$4,753.80 for a three-year total of \$14,261.40. This figure includes replacement batteries. Parts are discounted 15% through them.

MOTION by Slocum, seconded by Schneider to approve maintenance contract with Stryker.

Voting. All Yes **[20190715-09]**

MOTION by Slocum, seconded by Schneider to approve the regular purchase order for Year 1 of the Stryker agreement. Voting. All Yes **[20190715-10]**

TYPE	NUMBER	VENDOR	ACCOUNT	ACCOUNT NAME	\$AMOUNT
REG	1	-2019	STRYKER	1000-220-400-0000	EMS SUPPLIES 4,753.80

- He has a meeting set up with University Hospitals for EMS supplies.
- Sixteen hydrant inspections have been completed and the rest are expected to be completed in August. They are reviewing any inspections for noted problems. Dry hydrants will be mowed. Anderson stated that the township will mow the hydrant that the golf course used to maintain.

**Announcements.**

- Anderson expressed thanks to Jim Paulett and Matt Sternad who spoke at Peninsula Library’s NASA children’s program filling in when the NASA speaker had computer issues. She also thanked John Gordon for his help in inspecting the alarm system.
- Slocum stated that he will update the capital plan with new information presented at the meeting and will make it available online on a shared system.

**Adjournment.**

There being no further business, Slocum motioned to adjourn the meeting at 6:42 PM.

Respectfully submitted,

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Catherine Anson, Clerk

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Amy Anderson, Chair