

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

August 19, 2019

The regular meeting of the Valley Fire District Board was held on **Monday, August 19, 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
Amy Anderson, Chair	Chief Riedel	Lt. Sebastian	Catherine Anson
Daniel Schneider	Capt. Duber	Lt. Moledor	
Richard Slocum		Lt. Sebastian	LEGAL
			Ed Pullekens

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:31 PM.

Announcements: Anderson offered condolences to the family of life-long resident Mary Kay (Biz) Feterle who passed away this week.

Approval of Minutes. MOTION by Slocum, seconded by Schneider to approve minutes of the **July 15, 2019** regular meeting. Voting. All Yes. **[20190819-01]**

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. **[20190819-02]**

TYPE	NUMBER		ACCOUNT	ACCOUNT NAME	\$AMOUNT
BC	53	-2019	1000-220-590-0000	Clothing	2,000.00
BC	54	-2019	1000-220-311-0000	Accounting & Legal Fees	3,000.00
BC	55	-2019	1000-220-400-0000	EMS Supplies	2,000.00
BC	56	-2019	1000-220-323-0000	Repairs & Maintenance	7,000.00

Bank Reconciliation. MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes **[20190819-03]**

Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes **[20190819-04]**

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes **[20190819-05]**

Business.

- **Financials.**
- **Policy Review/Assets Inventory.**
 - Riedel stated that the final inventory is complete and is being reviewed by the officers. The list will be distributed to the board prior to the next meeting.
 - Anderson stated the legal expert is currently reviewing the manual and that it should be completed soon pending the resolution of one issue.
- **Meeting Date Changes:** Due to a scheduling conflict for the officers, the following dates for regular board meetings have been changed: The September 16 meeting is rescheduled to Tuesday, September 17 and the November 18 meeting is changed to Tuesday, November 19.

REPORTS.

Riedel.

- The report on inspections will be ready by next month.
- In response to a question by Anderson, the requested statistics for park rescues are being compiled by hand. Moving forward, this data will be tagged for easier retrieval.
- Interviews have been completed and the officers would like to hire the following personnel:
 - Rory Skolnik as Firefighter 2/EMT; Brian Douds as Firefighter 2/Paramedic and Madeline Edgar as Firefighter 2/Paramedic
 MOTION by Slocum, seconded by Schneider to approve the hiring of the above listed personnel. Voting: All Yes **[20190819-06]**
- In response to a question from Anderson, evaluations for the lieutenants are underway and will be completed by the next meeting.

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- He requested permission to auction off Car 1 now that the new car is fully prepped. MOTION by Slocum, seconded by Schneider to approve auction of Car 1. Voting: All Yes [20190819-07]

Duber.

- The brakes failed twice on the new squad and it is now at Klaben in Kent.
- Graphics for the new car are being printed to match existing graphics.
- Reynolds and Razak have completed Swift Water Training except for 2 segments. When fully completed, we'll have 10 personnel trained.
- In response to a question from Anderson, he will compile statistics for river rescue. Since there is no reimbursement to the district if someone refuses ambulance service, the board discussed other ways of recouping funds for expensive river rescue.

Packard.

- August attended all-day live burn training today.
- Riedel stated that gear will be needed for all three new hires. MOTION by Slocum, seconded by Schneider to approve the purchase of three sets of gear at \$2,300 per person for the new hires. Total cost will be \$7,000. Voting: All Yes [20190819-08]
- Duber discussed the retirement ceremony for Assistant Chief Morehouse to be held on Friday, August 30 at 3:00 pm.

Moledor.

- He ordered stickers with instructions and contact information for testing situations. With Sebastian's help, the stickers were placed on alarm panels for all businesses requesting that they call the station before testing alarms. This will mitigate false alarms calls related to testing.
- After review and discussion by the officers, they are recommending that we switch the software program for reporting data. The current program is not user friendly and the proposed program is easy to use. Data from the old system, including the inventory data, will transfer to the new system. Training will be minimized since several department members are already familiar with the program. Cost for the first year is \$3,712 which includes start-up costs with an annual fee of \$3012. The cost is slightly higher than the current system. MOTION by Slocum, seconded by Schneider to approve the purchase of Fire Programs as the records management system. Voting: All Yes [20190819-09]
- Seven inspections have been entered into the system; more have been completed and will be input soon. Several re-inspections have been scheduled. Smith spent five hours at the Girl Scout camp inspecting several buildings and was able to do this during regular duty hours.

Sebastian.

- The Stryker contract will be finalized soon and he will order batteries.
- Because the vendor no longer handles this model, the \$800 portable thermal camera he showed the board at the last meeting is now available for purchase at \$450. MOTION by Slocum, seconded by Schneider to approve purchase of the camera at the reduced price. Voting: All Yes [20190819-10]
- Hydrant Inspection updates: there are 10 left to inspect and 3 were painted today.
- He and Riedel have a meeting with the representative from UH regarding providing supplies to the squads.
- Packard, Sebastian, and Moledor attended a leadership class and thought the class was well done.

McVey:

- The steak fry will be held on October 5. They are requesting permission for alcohol to be offered at the dinner. MOTION by Slocum, seconded by Schneider to approve the use of alcohol on the premises. Voting: All Yes [20190819-11]
They are also requesting that the smoking ban be lifted so that cigars can be smoked outside. MOTION by Slocum, seconded by Schneider to approve an exemption for cigars at the steak dinner. Voting: Slocum and Schneider Yes with Anderson abstaining. [20190819-12]
- He and Razak came up with some ideas for fund raisers and wanted input and permission from the board before moving forward:

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- A pancake breakfast to be held at the VBH (Village of Boston Heights) station
- Sledding with Sasquatch at Brecksville
- Beer and wine tasting with the Cuyahoga Valley Scenic Railroad
- A gun raffle this fall

Gun raffles have proved to be very successful fundraisers for local departments. The winner of the raffle must go to the gun store to purchase and must follow standard procedures. No guns are ever held on the premises. A cash buyout in lieu of the gun is an option. The board can decide what type of guns are being offered for the raffle. MOTION by Slocum, seconded by Schneider to approve gun auctions with the models limited to pistols, shotguns, and deer rifles. Voting: All Yes **[20190819-13]**

- The Association would like to hold a clambake this year for department members and the board and are requesting permission for alcohol and cigar use. MOTION by Slocum, seconded by Schneider to approve the use of alcohol and cigars on the premises. Voting: Slocum and Schneider Yes with Anderson abstaining. **[20190819-14]**
- The Association have five Knox boxes available to lend out to residents with one person already requesting one. The officers will develop a policy on use. The board discussed making more boxes available with demand increasing once the word gets out. MOTION by Slocum, seconded by Schneider to approve purchase of five more Knox boxes at \$187 per unit. Voting: All Yes **[20190819-15]**

Equipment Committees.

- Anderson announced the department members appointed to the equipment committees:
 - Levitt, Smith, and Gordon with McVey as alternate (Engine)
 - Razak, Yash, and M. Sternad with Varga as alternate (Tanker)
- One quote was received for the tanker and they are looking at the state bid plus add-ons. They're waiting for one more quote.
- Wait time is likely to be 8 to 10 months on order.
- The committees are looking at the best fit for our needs within the constraints of the budget.
- Once the decision is made for the add-ons, the specs will be written which is likely to be a detailed and lengthy process.
- The board thanked the officers and committee members for their work and enthusiasm in collecting this data.

SCBAs, Part 1. Moledor reported that he received three quotes to replace the air packs. Current equipment dates from 2008, have been upgraded to the 2013 standards, and are good for two more years. We have 9 units between the two stations. The quotes varied from \$60,000 (sale price for an older model) to \$95,000. One advantage to buying the Drager units (\$82,000) is that the inspections can be done in-house or locally at a cost savings.

Announcements. Anderson reported:

- Share-A-Christmas packages will be delivered on December 14 this year. The Christmas Bazaar will be held on December 7.
- The Sebastian case will go to trial on February 26.
- Moledor reported that Summa will open offices in the new Children's Hospital.

Capital Plan. Slocum presented updates to the capital plan spreadsheet. With large expenses predicted this year and next, he removed the driveway replacement project. Anderson stated that the Boston Road Department will patch the drive and parking lot this month. Items that will need to be addressed in the next few years are vehicle replacement, gear replacement, and exhaust systems in the station garages. Three possible funding sources include raising the capital levy, requesting funds from the park, and asking VBH to pick up costs associated with having a second station. We can't put our people at risk or our residents at risk.

The park and its subsidiaries have been approached several times with minor results given the services provided to park visitors. A new approach should involve information on the detailed capital plan, perhaps in conjunction with a media day.

VBH representatives have not been attending the regular board meetings but we should reach out and request a representative at the next meeting to discuss the capital plan.

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SCBAs, Part 2: The board discussed purchasing equipment in smaller lots instead of replacing the entire batch in one year. MOTION by Slocum, seconded by Schneider to approve purchase of two Drager RIT-PAKs at \$2,750 each. Voting: All Yes **[20190819-16]**

Adjournment.

There being no further business, Slocum motioned to adjourn the meeting at 8:02 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair