

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

**October 21, 2019**

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

<b>BOARD MEMBERS</b>	<b>OFFICERS</b>	<b>OFFICERS</b>	<b>FIRE CLERK</b>
Amy Anderson, Chair	Chief Riedel	Lt. Packard	Catherine Anson
Daniel Schneider	Capt. Duber	Lt. Moledor	
Richard Slocum		Lt. Sebastian	<b>LEGAL</b>
			Ed Pullekens

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:32 PM.

**Announcements:** Anderson offered condolences to the families of Donald Wolschleger and Judy Rodatt. Judy’s husband was a founding member of the Valley Fire District.

**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 5:35 PM. [20191021-01]

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 5:52 PM with no action taken during the session. [20191021-02]

**Personnel.**  
Chief Riedel recommended the appointment of Scott Duber as Assistant Chief. MOTION by Anderson, seconded by Schneider to approve the appointment of Scott Duber as Assistant Chief at a rate of \$332/month. Voting. All Yes. [20191021-03]

Riedel recommended the appointment of Michael Packard as Captain. MOTION by Anderson, seconded by Slocum to approve the appointment of Michael Packard as Captain at a rate of \$266/month. Voting. All Yes. [20191021-04]

Riedel would like to open applications for the position of Lieutenant 3 with a deadline of November 19, 2019 at 5:00 PM. The board will then have a list of all eligible applicants for the November meeting. Interviews with the candidates will be scheduled after the board meeting. MOTION by Slocum, seconded by Schneider to approve the recruitment of the Lieutenant 3 position. Eligibility requirements are six years of service at Valley Fire or serving at a position of lieutenant or higher at another fire department. Voting. All Yes. [20191021-05]

Moledar mentioned that a survey of local full time departments had a much lower term of service for their officers, ranging from two to four years.

**Approval of Minutes.**  
MOTION by Schneider, seconded by Slocum to approve minutes of the **September 17, 2019** regular meeting. Voting. All Yes. [20191021-06]  
MOTION by Schneider, seconded by Slocum to approve minutes of the **September 26, 2019** special meeting. Voting. All Yes. [20191021-07]

**Appropriations Reallocations:** MOTION by Schneider, seconded by Slocum to approve minutes of the reallocations as presented. Voting. All Yes. [20191021-08]

FUND	NAME	FROM	TO
1000-220-100-0000	Salaries	(50.00)	
1000-220-214-0000	Volunteer Dependents Fund		50.00
1000-220-230-0000	Workers Comp	(3,000.00)	
1000-290-500-0000	Other		3,000.00

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**Purchase Orders.** Items at \$2,500 or more must be signed by the board. MOTION by Schneider, seconded by Slocum to approve the purchase orders. Voting: All Yes. **[20191021-09]**

TYPE	NUMBER		ACCOUNT	ACCOUNT NAME	\$AMOUNT
SBPO	59	-2019	1000-110-351-0000	Electricity	1,000.00
	60	-2019	1000-110-362-0000	Contracted Services	1,000.00
	61	-2019	1000-220-341-0000	Telephone	1,000.00
	62	-2019	1000-220-420-0000	Gasoline	1,000.00
	<b>63</b>	<b>-2019</b>	<b>1000-220-349-0000</b>	<b>Other Communications (911)</b>	<b>27,000.00</b>
	<b>64</b>	<b>-2019</b>	<b>1000-220-380-0000</b>	<b>Insurance</b>	<b>27,000.00</b>
	<b>65</b>	<b>-2019</b>	1000-290-500-0000	Other	<b>3,000.00</b>

TYPE	REG PO	VENDOR	ACCOUNT	ACCOUNT NAME	\$AMOUNT	
REG	02	2019	WW Williams	1000-220-323-0000	Repairs	1,000.00

**Bank Reconciliation.** MOTION by Schneider, seconded by Slocum to approve the bank reconciliation. Voting: All Yes **[20191021-10]**

**Approval of Payroll.** MOTION by Schneider, seconded by Slocum to approve the payroll. Voting: All Yes **[20191021-11]**

**Approval for Payment of Bills.** MOTION by Schneider, seconded by Slocum to approve the payment of bills. Voting: All Yes **[20191021-12]**

**Business.**

- **Financials.**
- **Life Force Closures.** MOTION by Schneider, seconded by Slocum to approve the Life Force closures. Voting: All Yes **[20191021-13]**
- **Policy Review/Assets Inventory.** Anderson has been working with an external legal counsel to update the policy manual in accordance with current regulations. Recommended changes were distributed for review prior to the meeting. One of the recommendations based on federal requirements is to move to a 28-day pay period with a cap on hours of 212 per pay period. Anything above that limit would be paid in overtime pay (time and a half) and would need approval of the board. Officer hours would be calculated into this schedule along with staffing, training, and call hours for all regular staff. A new pay schedule and officer pay determination was distributed at the meeting. Riedel mentioned the upcoming changes at a recent staff meeting.  
MOTION by Schneider, seconded by Slocum to approve the changes recommended by legal counsel including the change in pay period. Voting: All Yes **[20191021-14]**
- **Opioid Settlement.** Pulekins discussed the recent status of the opioid lawsuit regarding the partial settlement. Riedel has been handling the reporting and producing documentation. Because of our low volume of incidents, it is not cost effective to rack up more legal hours on our end.
- **Pulekins Retirement.** Anderson announced that Pulekins has offered his retirement effective December 1, 2019. This is a sad day for us as he has been working for us for 35 years. Boston Township will honor him at their November 27 board meeting to be held at 6:00 at Township Hall. Everyone is welcome to attend.  
Pulekins recommends that we consider Al Schrader, also in attendance at today's meeting, as his replacement. Schrader discussed his considerable experience in township law and his service as a township trustee.
- **2020 Budget.** Prior to the meeting, the board had reviewed the documentation provided by the county regarding the proposed 2020 budget. MOTION by Schneider, seconded by Slocum to accept the amounts and rates as determined by the Budget Commission, and to authorize the necessary tax levies and certify them to the county fiscal officer.  
Voting: All Yes **[20191021-15]**
- **New Engine Purchase.** A few models are currently being looked at ranging in price from \$470,000 to \$523,000. The models, pricing, and specifications will be presented to the board. One of the engines will be on site tomorrow for review.

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**Reports.**

**Riedel.**

- Recently hired Madeline Edgar resigned after finding a full time job.
- Inspections are continuing, and currently 70% of the buildings have had at least one inspection. Reports are being entered into the new system. Moledor is doing a great job. In response to a question from the board, the inspections should be completed by the end of the year as scheduled.
- The department would like to use the Town Hall property for Beggars' Night as usual.
- Due to changes at the Post Office regarding delivery to PO boxes, we are installing a mail box for delivery of mail to our direct address.

**Duber.**

- All four trucks have successfully passed the pump test.
- 2814 is down again; the gear box is being rebuilt for under \$2,000 instead of being replaced.
- Car 2 is at Klaben.
- The retirement party for Dave Morehouse will be held on Friday, November 22 at 6:00 PM at the Town Hall.

**Packard.**

- The Knox box keys are now in all vehicles. We'll distribute the boxes to the two residents on the list and will advertise availability to other residents. The board affirmed that they will purchase additional boxes if needed.
- Adam Rodatt suggested that contributions in honor of his mother be sent to Valley Fire.
- He would like to send people to the Northern Ohio Trauma Symposium (NOTS) again this year. The total cost for the two-day event for McVey, Yash, Gordon, and himself is \$400. MOTION by Schneider, seconded by Slocum to approve the cost of sending the four people to NOTS. Voting: All Yes [20191021-16]
- John Sternad is out on medical leave.

**Moledor.**

- He is attempting to merge the reporting in the system but is unable to transfer the inspections causing a slight delay.
- The Draeger air packs are in: 7 air packs, 3 rip packs, 7 masks (plus one added for free). We are using loner bottles until the new ones arrive. We're still waiting for the adapters.
- Costco is being inspected tomorrow. We have an opportunity to hold a one-day event there to raise food for the needy to contribute non-perishable items to Boston Township's Share-A-Christmas. The event is expected to be held on December 7 and will be delivered to the Boston Town Hall on December 8. Anderson expressed thanks for handling this event.
- If we do not get the grant for replacement turnout gear, the board will review the plan to purchase sets of gear each year. The delivery timeline is estimated between 8 to 12 weeks. The cost is approximately \$3,000 per set but replacement sets will vary in their components. The detailed list of gear by personnel will be updated and sent to the board for review.
- Akron University is holding a three-day class in December on plan reviews. He would like to send up to five people to the class. MOTION by Schneider, seconded by Slocum to approve the cost of sending up to five people to the class at \$75/person. Voting: All Yes [20191021-17]

**Sebastian.**

- Supplies have been ordered against the \$2,800 EMS grant.
- He would like permission to apply for a grant to purchase a Lucas device (automated compression system). If funded, we will need to add \$4,000 to our three-year Stryker maintenance contract. The board agreed to submitting the proposal.

**Razak.**

- Positive feedback was received regarding the steak dinner. Approximately \$5,000 was raised. Thank you cards have been sent out. Anderson reported that she received good comments regarding the dinner as well and offered thanks to the wives who helped out.
- The clam bake will not be held. A Christmas Party for the department is being planned.
- Five hundred tickets were printed for the gun raffle.
- A tubing fund raiser is being planned with Brandywine.

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**Fenn.**

- Reporting from Boston Heights, a new police chief has been hired and a meeting with the safety committee will be held in January for 2020 budget talks regarding fire equipment.

There being no further business, Schneider motioned to adjourn the meeting at 7:09 PM.

Respectfully submitted,

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Catherine Anson, Clerk

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Amy Anderson, Chair