

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

**December 16, 2019**

The regular meeting of the Valley Fire District Board was held on **Monday, December 16, 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. Moledor	Catherine Anson
Daniel Schneider	Asst. Chief Duber	Lt. Sebastian	<b>LEGAL</b>
Richard Slocum	Capt. Packard		Al Schrader

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

**Announcements:** Anderson offered condolences to Lisa Chop Craig, on the passing of her mother and to the family of Jack Muldowney, a life-long resident, who passed away at the age of 97.

**Approval of Minutes.**

MOTION by Slocum, seconded by Schneider to approve minutes of the **November 20, 2019** regular meeting. Voting. All Yes. **[20191216-01]**

**Appropriations Reallocations:** MOTION by Slocum, seconded by Schneider to approve minutes of the reallocations as presented. Voting. All Yes. **[20191216-02]**

FUND	NAME	FROM	TO
1000-110-212-0000	Social Security	(250.00)	
1000-220-100-0000	Salaries		250.00
1000-110-314-0000	Tax Collection Fees	(70.00)	
1000-220-213-0000	Medicare		70.00
1000-220-211-0000	Ohio Public Employees Retirement	(3,245.00)	
1000-110-314-0000	Tax Collection Fees	(1,435.00)	
1000-110-351-0000	Electricity	(1,000.00)	
1000-220-230-0000	Workers' Comp	(1,000.00)	
1000-110-353-0000	Natural Gas	(500.00)	
1000-110-500-0000	Admin-Other	(500.00)	
1000-290-500-0000	Other	(235.00)	
1000-220-341-0000	Telephone		545.00
1000-220-349-0000	Other Communication		5,000.00
1000-220-311-0000	Legal Fees		2,060.00
1000-220-400-0000	EMS Supplies		310.00
4901-760-750-0000	Vehicles	(38,900.00)	
4901-760-740-0000	Equipment		38,900.00

**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. **[20191216-03]**

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT	
72	-2019	1000-220-420-0000	Fuel	611.00
<b>73</b>	<b>-2019</b>	<b>1000-220-311-0000</b>	<b>Legal Fees</b>	<b>3,937.50</b>
74	-2019	1000-220-341-0000	Telephone	545.00
75	-2019	1000-220-400-0000	EMS Supplies	310.00
<b>76</b>	<b>-2019</b>	<b>1000-220-349-0000</b>	<b>Other Communications</b>	<b>5,000.00</b>
<b>77</b>	<b>-2019</b>	<b>4901-760-740-0000</b>	<b>Capital Equipment</b>	<b>38,900.00</b>

**Bank Reconciliation.** MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes **[20191216-04]**

**Approval of Payroll.** MOTION by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes **[20191216-05]**

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

**December 16, 2019**

**Approval for Payment of Bills.** MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes [20191216-06]

**Business.**

- **Financials.**
- **2020 Temporary Appropriations.** Anson distributed a draft of the temporary appropriations to the board for review prior to the meeting. She suggested increasing two items on the draft: increasing Legal Fee appropriations to \$15,000 and capital equipment to \$60,000 to allow for purchase of gear sets previously approved. MOTION by Slocum, seconded by Schneider to approve the 2020 Temporary Appropriations as discussed. Voting: All Yes [20191216-07]
- **Life Force Closures.** MOTION by Slocum, seconded by Schneider to approve the Life Force closures. Voting: All Yes [20191216-08]
- **Policy Review/Assets Inventory.** Anderson handed out a sample Social Media Policy for review. She would like to hire lawyer Arthur Brumett to revise the policy for use by Valley. MOTION by Slocum, seconded by Schneider to hire Brumett to revise the policy. Voting: All Yes [20191216-09]
- **Tracking Officer Hours.** Anderson clarified the tracking of salary hours by officers to insure that they do not accrue overtime hours (hours over the 212 hours per 28-day pay period). Hours should only be tracked that are not otherwise accounted for. For example, volunteer hours (such as the Memorial Day Parade or association hours) and officer duties during time covered by other pay (such as scheduled shift periods) do not count towards the monthly limit.
- **Posting Draft Minutes Online.** Slocum discussed making the draft minutes available to the public prior to approval at a meeting. Minutes labeled "Draft, Subject to Change" could be placed online a week prior to the meeting to allow for any late corrections and would provide a service to the community. MOTION by Slocum, seconded by Schneider to approve posting draft minutes online prior to the meeting. Voting: All Yes [20191216-10]
- **2020 Meeting Dates.** Anson distributed meeting dates for 2020 using the existing schedule; three dates are in conflict with officer Red Days. The board discussed a possible change in schedule and decided to keep the current schedule. Future dates may vary on occasion depending on officer availability and will be announced in advance.
- **Clerk Position.** MOTION by Slocum, seconded by Schneider to re-appoint Catherine Anson as clerk for 2020 at \$9,000 per year. Voting: All Yes [20191216-11]

**Reports.**

**Riedel.**

- He has a revised quote from Findlay Fire for the purchase of the new engine which was approved at the last meeting. The final price will depend on the color choice to be determined by the board later this meeting. Anson discussed two loan possibilities she is working on. Given the limited amount of funds available for the loan from the Ohio Department of Commerce, Slocum indicated that it may not be worth the time and effort needed to complete the application.
- The ski resorts are under new management and they will continue to request service for the season at \$18,000 as usual. In response to a question from the board, the price of the service has held steady for the past three to four years. We may want to look at increasing the cost for the next season.
- The department participated in the Community Christmas Party, the Santa gift delivery, and the Share-A-Christmas food distribution with 40 stops this year. Anderson thanked everyone who participated in the event.

**Duber.**

- In response to the new county CAD system, the vehicles are being re-named. The new names will follow the protocol of Valley Engine 1, Valley Medic 1, Valley Car 1. He is working on changing the numbers on the vehicles and will provide the board with a list of old numbers and the new designations. Dispatchers are experiencing a few problems with the new system.
- Medic 1 is under repair for new brakes.

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

**December 16, 2019**

**Packard.**

- The two new recruits have finished training.
- Everyone has been notified regarding the new pay schedule.
- A training opportunity has just come up for the end of December for incident reporting. He and Duber have been certified and he would like to send people for additional certification which will soon be mandated. The training consists of two-day classroom hours in Columbus and online hours. The cost will be \$75 for the class, \$65 for the dorm, and \$80 for the book for a total of \$280 per person. Mileage shouldn't be a cost if the Valley car is used. He'd like to send up to three people to the training.

MOTION by Slocum, seconded by Schneider to approve three people for the training at a cost of \$280 per person. Voting: All Yes **[20191216-12]**

**Moledor.**

- In response to information received during training, he asked the board to confirm which standards the department should follow for inspections. This information will be posted in five places. MOTION by Slocum, seconded by Schneider to adopt the 2017 code book and appendices for enforcement. Voting: All Yes **[20191216-13]**
- The Costco food collection went extremely well. Thanks go to Cosco, the association, and community members. Food and cash donations were collected.
- One of the SCBA bottles broke and he is awaiting a replacement. Details on a maintenance class for the units is pending and we'll soon be able to do maintenance in-house. He asked the board for a tentative schedule on replacing the rest of the units. The new units are at Station 1. The board requested details on numbers and pricing. These figures will be available in January for the board to approve the purchase. In light of this discussion, the board agreed to increase the 2020 appropriations.

MOTION by Slocum, seconded by Schneider to approve an additional \$30,000 for capital equipment on the 2020 Temporary Appropriations. Voting: All Yes **[20191216-14]**

- Eight inspections were done last month with 90% of the inspections completed.

**Sebastian.**

- He is still struggling with getting EMS supplies from the hospital and is working with a new medical control at UH.

**Razak.**

- The gun raffle has been completed with 230 tickets sold for a profit of \$2,200. So far, everyone opted for the price of the gun instead of an actual gun.

**New Engine.**

Duber presented on color choices for the new engine with a perspective on the use of color for emergency vehicles and a look at local department colors. The board consulted with officers present on thoughts on color choice. Cost factor on color choices varied by \$3,000. The board discussed ramifications of dramatically changing the color scheme for department vehicles and considered color in regards to safety. Anderson thanked Duber for the research done on color choice.

MOTION by Slocum, seconded by Schneider to approve staying with the existing color scheme of white with red accents for the new purchase. The red stripe should be increased for more contrast and with a stripe on the hood. In addition, chevron stripes should be added in the back of the vehicle and the front bumper to include green. Voting: All Yes **[20191216-15]**

There being no further business, Slocum motioned to adjourn the meeting at 6:59 PM.

Respectfully submitted,

---

Catherine Anson, Clerk

---

Amy Anderson, Chair