

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

**March 16, 2020**

The regular meeting of the Valley Fire District Board was held on **Monday, March 16, 2020** 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 Dan Schneider, Sr. Richard Slocum	<b>OFFICERS</b> Chief Riedel Asst. Chief Duber Capt. Packard	<b>OFFICERS</b> Lt. Moledor Lt. Sebastian	<b>FIRE CLERK</b> Catherine Anson
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The regular board meeting of the Valley Fire District was called to order by Anderson at 6:42 PM.

**Approval of Minutes.**

MOTION by Slocum, seconded by Schneider to approve minutes of the **February 17, 2020** Regular meeting. Voting: All Yes. **[20200316-01]**

**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. **[20200316-02]**

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT	
29	-2020	1000-110-323-0000	Admin-Repairs & Maintenance	2,000.00
30	-2020	1000-110-351-0000	Electricity	2,000.00
31	-2020	1000-220-318-0000	Training	2,000.00
<b>32</b>	<b>-2020</b>	<b>1000-220-323-0000</b>	<b>Repairs &amp; Maintenance</b>	<b>10,000.00</b>

**Bank Reconciliation and Financials.** MOTION by Slocum, seconded by Schneider to approve the bank reconciliations for January 2020 and February 2020. Voting: All Yes. **[20200120-03]**

**Approval of Payroll.** MOTION by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes. **[20200316-04]**

**Approval for Payment of Bills.** MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. **[20200316-05]**

**Business.**

- **Life Force Closures.** Motion to approve the Life Force closures by Slocum, seconded by Schneider. Voting: All Yes. **[20200316-06]**
- **Permanent Appropriations.** MOTION by Slocum, seconded by Schneider to approve the permanent appropriations which were circulated by email prior to the meeting. Voting: All Yes. **[20200316-07]**
- **Pandemic Plans.** Riedel outlined plans in response to state guidelines for dealing with the pandemic including adhering to social distance guidelines. Inspections will be put on hold unless needed. The Pancake Breakfast has been cancelled. Plans for Memorial Day Parade may need to be reviewed. He will be meeting with local fire and police chiefs tomorrow. We're not flush with supplies but have enough for now. The board authorized increasing the credit limit on the credit cards to allow for quick purchases of supplies. Checklists have been developed to track disinfectant tasks.  
To provide backup to the clerk in case of illness, Anderson motioned to hire Pam Schneider as deputy clerk at \$27/hour. Slocum seconded. Voting: Yes by Anderson and Slocum; Abstained by Schneider. **[20200316-08]**
- **Meeting Change.** MOTION by Anderson, seconded by Slocum to approve to move the last rescheduled meeting (April 20, 2020) back to 5:30 PM. Voting: All Yes. **[20200316-09]**

**Reports.**

**Duber.**

- T-shirts are in and have been distributed. Job shirts are nearly ready. He will set up an account with the vendor so that the credit card won't need to be used.
- He is still working with VMS Graphics on update vehicle numbers.
- All county training has been cancelled.

**Riedel.**

- Two more resignations have been received resulting from attendance audits: Tony Decarlo and Brian Riedel.
- ATT FirstNet won the bid for cell service and the switch over has started.

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- Essays from the candidates for the Lieutenant 3 position have been distributed to the board.
- He is looking at the Ohio EPA grant opportunity on Diesel Mitigation to replace older diesel vehicles.
- He plans to ramp up new hires to be sure we have coverage when needed in case of pandemic call offs. The board agreed to be flexible in meeting specifically to approve new hires.

**Packard.**

- All in-house training has been cancelled. He is looking at activating the free training modules from University Hospitals to allow for online training in the interim.
- Ski shifts are done.

**Moledor.**

- Airpacks are in and are now on trucks. The older models will need to be retrofitted.
- Six inspections have been done; some corrections have not yet been cleared.
- He has placed an order with AIRGAS.

**Sebastian.**

- Two draft maintenance contracts from Stryker have been received for the new equipment. MOTION by Slocum, seconded by Schneider to approve the two contracts. Voting: All Yes. **[20200316-10]**
- He has been ordering supplies and purchased a dryer to replace the one that broke.
- He submitted the annual proposal for the EMS grant.

Anderson thanked everyone for the work they are doing to handle the pandemic.

There being no further business, Slocum motioned to adjourn the meeting at 7:36 PM.

Respectfully submitted,

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Catherine Anson, Clerk

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Amy Anderson, Chair