

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

May 18, 2020

The regular meeting of the Valley Fire District Board was held on **Monday, May 18 2020** at the Boston Township Meeting Room, located at 1775 Main Street, Peninsula, Ohio 44264. The following were present at the location with starred people attending via the publicly available WebEx webcast set up to respond to the COVID regulations limiting in-person attendance.

BOARD MEMBERS	OFFICERS	OFFICERS	FIRE CLERK
Amy Anderson, Chair	Chief Riedel*	Lt. Moledor*	Catherine Anson
Dan Schneider, Sr.	Capt. Packard*		LEGAL COUNSEL
Richard Slocum			Al Schrader

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

Announcements: Anderson announced that there were a number of residents who passed away recently and the next issue of *Community News* will list them all. She asked that we keep Dick Fisher in our prayers during his illness.

Approval of Minutes. MOTION by Slocum, seconded by Schneider to approve minutes of the **April 20, 2020** Regular meeting. Voting: All Yes. **[20200518-01]**

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. **[20200518-02]**

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT	
45	-2020	1000-290-500-0000	Other	2,000.00
46	-2020	1000-220-341-0000	Telephone	2,000.00
47	-2020	4901-760-750-0000	Motor Vehicles	85,000.00
48	-2020	1000-110-312-0000	Auditing Services	4,500.00

Bank Reconciliation and Financials. MOTION by Slocum, seconded by Schneider to approve the bank reconciliations for the month. Voting: All Yes. **[20200518-03]**

Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve the payroll. Voting: All Yes. **[20200518-04]**

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. **[20200518-05]**

Business.

- **Tracking Shift Hours:** The board reviewed the list of personnel and their actual shift hours covering the last six pay periods and discussed the data with the officers. With the high cost of providing individualized and tagged gear to each member, those members who are not signing up for shifts or signing up for limited shifts are a concern. The officers indicated that there were extenuating circumstances for some of the low numbers. They do monitor attendance and suggested that a policy may not be needed at this time. They noted that there may be a difference between the shift hours requested and the actual shift hours assigned. The board requested the clerk to provide quarterly reports on the scheduled shift hours to monitor the situation.
- **Bank Loan for New Vehicle:** Anson provided information to the board prior to meeting regarding a possible loan for the new engine scheduled to be delivered in July. She had been working with two banks prior to the COVID shutdown and recent inquiries resulted in only one response. Huntington submitted two options for an 8-year loan, one of which started payments on delivery and the other with payments starting next year. MOTION by Slocum, seconded by Schneider to accept the loan option from Huntington with payments starting this year with final adjustment of the interest rate set at the time of delivery. Voting: All Yes. **[20200518-06]**
The board discussed cost sharing of the vehicle with Village of Boston Heights Mayor Gorcey who attended the meeting via WebEx. Preliminary discussions with VBH were favorable for and Gorcey will bring up the specifics to the Budget Committee and Council for official approval. Slocum may be asked to attend to provide details.
- **Anthem Participating Ambulance Program:** The request from Anthem to participate in the program was distributed prior to the meeting. Anson discussed the request with Andrea at LifeForce who indicated that this was a good move and will facilitate payments going directly to the department. Riedel stated that we have one such agreement in place with Medical

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Mutual. MOTION by Slocum, seconded by Schneider to accept the agreement with the forms to be completed by LifeForce. Voting: All Yes. [20200518-07]

- **Unemployment Issues:** Schrader discussed the unemployment paperwork from ODJFS regarding two long-time employees, neither of which are unemployed at our department. In terms of scheduling, employees may not receive all of the hours requested in order to distribute shifts equitably and that there is added difficulty in scheduling EMTs since there can be only one EMT per shift. Schrader will follow up with employers on the situation.
- **Legal Counsel:** Schrader offered updates on a few other situations:
 - **Bridle Enforcement Letter:** regarding the continuing situation of fire hazards at the Bridle property, he has drafted an enforcement letter covering both Valley Fire and Boston Township violations.
 - **Opioid Litigation:** He received confirmation from the board that we will not participate further if it will cost us any time and effort to complete paperwork.
 - **INSYS Bankruptcy:** Since this is part of the Opioid litigation case, he will not respond to this situation.
 - **Possible Merger with VBH:** He asked if he should look into or draft anything regarding the possibility of the Village merging with the District in the future. The board indicated that the funding mechanism will require consideration and that the Village should initiate the paperwork if they're interested. Gorcy responded that for now the feeling is that the board is doing an excellent job; they're happy to have the board continue to run the department and we can let them know if we need help with anything.

Reports.

Riedel (with report from Duber).

- He submitted a \$30,000 grant proposal to FEMA for reimbursement of current and future purchases for COVID response. The grant would carry a 5% cost share.
- He and Duber met to discuss the protocol for in-person EMS and fire training during the COVID situation. They also attended a Code 10 meeting.
- The officers would like to start interviewing for the lieutenant position in June.
- Duber would like to interview three new hire candidates.
- Calls have been low.
- The department and local police did a birthday drive-by on Riverview during the COVID lockdown.
- Duber has set up an online system for ordering the department uniforms (t-shirts, sweatshirts, hats) for easy ordering by personnel. The Association may use this same system for orders by non-personnel.
- Duber is finishing up on having the new stripes and numbers installed on vehicles to meet the new numbering requirements.

Riedel for Sebastian.

- He has finished up ordering COVID supplies.
- Department IDs have been issued.
- Monitors are in good working order.
- All patients are being treated as if they have COVID.
- The county is giving us more masks.

Packard.

- Most of the online training has been completed. Only six personnel did not participate.
- Squads continue to be disinfected via UV cleaning each Friday.

Riedel for Moledor (who couldn't be heard via WebEx).

- Six inspections were completed. They are handling only required inspections at this point.
- The equipment for the ATV has been installed.
- Food truck inspections are being done.
- Riedel noted that they are receiving requests for occupancy limits due to COVID responses for businesses.

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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 6:37 PM. **[20200518-08]**

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 6:48 PM with no action taken during the session. **[20200518-09]**

There being no further business, Slocum motioned to adjourn the meeting at 6:48 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair