

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

**August 17, 2020**

The regular meeting of the Valley Fire District Board was held on **Monday, August 17, 2020** at the Valley Fire District, located at 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were present.

<b>BOARD MEMBERS</b>	<b>OFFICERS</b>	<b>OFFICERS</b>	<b>FIRE CLERK</b>
Amy Anderson, Chair	Chief Riedel	Lt. Moledor	Catherine Anson
Dan Schneider, Sr.	Asst. Chief Duber		<b>LEGAL COUNSEL</b>
Richard Slocum	Capt. Packard		Al Schrader

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 Dennis Nestor.

**Approval of Minutes.** MOTION by Slocum, seconded by Schneider to approve minutes of the **July 20, 2020** regular meeting. Voting: All Yes. **[20200817-01]**

**Appropriations Reallocations.** MOTION by Slocum, seconded by Schneider to approve the appropriations reallocations as listed below. Voting: All Yes. **[20200817-02]**

FUND	NAME	FROM	TO
1000-110-315-0000	ELECTION EXPENSES	1,700.00	
1000-220-230-0000	WORKERS' COMP		(700.00)
1000-220-240-0000	UNEMPLOYMENT		(1,000.00)
1000-290-490-0000	SUPPLIES	1,000.00	
1000-290-500-0000	OTHER		1,000.00

**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. **[20200817-03]**

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT
55 -2020	1000-290-500-0000	OTHER	\$3,000.00

**Bank Reconciliation and Financials.** MOTION by Slocum, seconded by Schneider to approve the bank reconciliations for the month. Voting: All Yes. **[20200817-04]**

**Approval of Payroll.** MOTION by Slocum, seconded by Schneider to approve the Payroll #09 of August 25, 2020. Voting: All Yes. **[20200817-05]**

**Approval for Payment of Bills.** MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. **[20200817-06]**

**Business.**

- **Life Force Closures.** A large number of closures were reviewed at the meeting resulting from a delay in processing caused by COVID policies. MOTION by Slocum, seconded by Schneider to approve the Life Force closures as noted on each closure. Voting: All Yes. **[20200817-07]**
- **Payroll Memo.** Following up on last month's discussion, the board reviewed a draft memo to personnel regarding approval of payroll paid prior to the board meeting. MOTION by Slocum, seconded by Schneider to approve sending the memo as written to all personnel. Voting: All Yes. **[20200817-08]**
- **Bank Funds.** The board reviewed the bank balances for the checking and savings accounts prior to the meeting. The savings account at STAR offers some interest. The checking account offers none. MOTION by Slocum, seconded by Schneider to move \$200,000 from the Huntington checking account to the STAR savings account. Voting: All Yes. **[20200817-09]**
- **Quarterly Report of Hours.** The board reviewed the list of scheduled hours for the three month period. The chief stated that two personnel with no hours have resigned and two others are being contacted. A draft policy will be submitted to the board later this meeting.
- **ODJFS Payment.** The bill for payment of unemployment costs was received from the Ohio Department of Jobs and Family Services. ODJFS has not responded to our repeated filings to object to the cases and the board does not feel that the payments are justified. However, a finance charge is assessed against unpaid bills. MOTION by Slocum, seconded by Schneider to approve the payment of the ODJFS bill under protest with a cover letter noting the protest. Voting: Slocum and Schneider: Yes. Anderson: No. **[20200817-10]**

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**Reports.**

**Riedel.**

- Two personnel have resigned: Nolan Dylag and Kevin Dupre.
- The officers interviewed the remaining active candidate for the position of Lieutenant 3 and recommend that Matt Levitt be promoted to the position. Anderson stated that she has seen him grow at an amazing rate and is impressed with him. MOTION by Slocum, seconded by Schneider to appoint Levitt as Lieutenant 3 effective at the start of the next pay period on September 7, 2020. Voting: All Yes. **[20200817-11]**
- The officers interviewed two candidates to join the staff and would like to recommend the hiring of Lane Smith and Ryan Zapora, one as a Firefighter/EMT and one as Firefighter/Medic. MOTION by Slocum, seconded by Schneider to approve the hiring of the two people. Voting: All Yes. **[20200817-12]**
- The ISO inspector was here and discussed some suggestions for improvement. He was impressed with the Emergency Reporting Program. ISO now inspects every five years. The official response should be received soon.
- He would like to request \$1500 to replace a 10-year old circular saw for one of the engines. MOTION by Slocum, seconded by Schneider to approve the purchase as stated. Voting: All Yes. **[20200817-13]**
- He and Duber, with input from Packard, drafted a sample policy on minimum shift requirements and distributed the policy to the board. The officers present agreed with the policy. MOTION by Slocum, seconded by Schneider to approve the minimum shift policy. Voting: All Yes. **[20200817-14]**

**Riedel for Sebastian.**

- The list of hydrant inspections is complete and reports have been mailed out.
- The move to working with Western Reserve Hospital on August 3 is going smoothly.
- The cots and brackets on all three squads have been repaired.
- COVID supplies are still coming in. The County said they can help with additional supplies.

**Duber.**

- Medic 3 has continuing air conditioning issues which should be permanently fixed soon.
- Car 2 sustained bumper damage and was repaired in house.
- All turnout gear has now been sized. There are three years remaining on all gear that has not been replaced. He will use the remaining authorized funds to replace expired helmets and boots.
- Riedel reported that the gear damaged in a recent car fire will be replaced by insurance.

**Packard.**

- Soblosky has already taken an online chaplaincy class and paid with his own funds. Packard recommended reimbursing him for the class. The board appreciated his enthusiasm. MOTION by Slocum, seconded by Schneider to approve the reimbursement of the \$150 class. Voting: All Yes. **[20200817-15]**
- Sierra Walton has returned to work after turning in a doctor's note.
- He would like purchase polo shirts with logo and position embroidered for board members, officers, and the chaplain at \$60 each. Each person can choose the color. The board declined the option to purchase shirts for themselves. MOTION by Slocum, seconded by Schneider to approve the purchase of shirts as noted for the officers and chaplain. Voting: All Yes. **[20200817-16]**
- The Association is meeting this Wednesday to restructure and select a new president. He requests that Joe McVey be copied on the board minutes since the previous minutes were not passed along by the prior contact.

**Moledor.**

- The Association is investigating the purchase of three recliners to replace the ones currently housed at Station 2. Those recliners are falling apart while the ones at Station 1 are holding up. The recommended model is approximately \$300 each.
- MOTION by Slocum, seconded by Schneider to approve the purchase of three recliners for Station 2 at \$600 each. Voting: All Yes. **[20200817-16]**

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- He and the chief agreed to drop one of the modules from Emergency Reporting, resulting in a savings of \$450 per year.
- He was contacted to provide a house inspection required for adoption purposes. He researched state requirements to ensure all requirements would be met.
- An assisted living facility may be going up in the Village of Boston Heights and the department is reviewing the architecture plan.

**Other Business.**

- Levitt thanked the board for the opportunity to serve as officer.
- Riedel brought in photos of the new engine, now scheduled for delivery in September.
- Riedel received a public records request for name and radio ID of our personnel. He shared the request with Schrader and contacted other departments. This seems to be a state-wide request of departments. He is waiting to hear back from the state whether this information is allowed to be shared. Anderson noted that firefighters can request the county to not list their addresses.
- Slocum is working with Riedel on a media cart to be shared with Boston Township and kept at the Boston Meeting Room. The cart will be used to facilitate Zoom meetings. Equipment suggested: a heavy duty repositionable media cart, laptop, large TV screen, camera, and microphone. Anson will set up a Zoom account for the department. Anderson suggested that Slocum attend the next meeting of the Boston trustees to request sharing the purchase price.
- Slocum thanked department personnel for attending to the recent emergency situation for one of the Peninsula residents.
- Anderson met with park officials along with Peninsula Mayor Dan Schneider, Jr. to discuss mutual issues. The park will not help with the roadway and parking lot but will help with issues on the house such as the enclosed deck. The officers noted that we did the work to build out and maintain the meeting room in the house.
- Anderson is working on getting plaques made for the Benedict House and the engine dedication which will be funded by the department.
- Anderson noted that Boston Township approved the creation of the Valley Fire District on April 12, 1976 and the Village of Peninsula approved the creation on April 19. The District was officially formed on May 1, 1976.

There being no further business, Slocum motioned to adjourn the meeting at 6:56 PM.

Respectfully submitted,

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Catherine Anson, Clerk

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Amy Anderson, Chair