

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

January 18, 2021

The regular meeting of the Valley Fire District Board was held on **Monday, January 18, 2021** at the Boston Town Hall Meeting Room, 1775 Main Street, Peninsula, Ohio 44264. The following were present with those starred available via Zoom.

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

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:33 PM.

Legal Counsel Schrader introduced colleague David Randolph who will be attending board meetings on his behalf in February while he is out of the office.

Approval of Minutes.

MOTION by Slocum, seconded by Schneider to approve the correction of the payroll date to the minutes of the **November 16, 2020** regular meeting. Voting: All Yes. [20210118-01]

MOTION by Slocum, seconded by Schneider to approve minutes of the **December 21, 2020** regular meeting. Voting: All Yes. [20210118-02]

Appropriations Reallocations: MOTION by Slocum, seconded by Schneider to approve the reallocations. Voting: All Yes. [20210118-03]

FUND	NAME	FROM	TO
2272-220-740-0000	Coronavirus-Equipment	1,470.00	
2272-220-100-0000	Coronavirus-Salaries		1,470.00

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. [20210118-04]

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT	
01	-2021	1000-110-150-0000	Compensation of Board Members	1,080.00
02	-2021	1000-110-312-0000	Auditing Services	1,000.00
03	-2021	1000-110-313-0000	UAN Fees	900.00
04	-2021	1000-110-323-0000	Repairs & Maintenance (Copier)	1,000.00
05	-2021	1000-110-342-0000	Postage	100.00
06	-2021	1000-110-351-0000	Electricity	1,500.00
07	-2021	1000-110-353-0000	Natural Gas	2,000.00
08	-2021	1000-110-360-0000	Contracted Services	3,000.00
09	-2021	1000-110-500-0000	Other	4,000.00
10	-2021	1000-220-214-0000	Volunteer Firemen's Dependent Fund	300.00
11	-2021	1000-220-230-0000	Workers' Comp	2,000.00
12	-2021	1000-220-311-0000	Accounting & Legal Fees	15,000.00
13	-2021	1000-220-318-0000	Training Services	5000.00
14	-2021	1000-220-323-0000	Repairs & Maintenance	10,000.00
15	-2021	1000-220-341-0000	Telephone	3,000.00
16	-2021	1000-220-349-0000	Other-Communications	60,000.00
17	-2021	1000-220-380-0000	Insurance & Bonding	30,000.00
18	-2021	1000-220-400-0000	EMS Supplies & Materials	10,000.00
19	-2021	1000-220-420-0000	Fuel	3,000.00
20	-2021	1000-220-590-0000	Clothing	5,000.00
21	-2021	1000-290-490-0000	Other-Supplies & Materials	3,000.00
22	-2021	1000-290-500-0000	Other	5,000.00
23	-2021	4901-760-323-0000	Capital-Repairs & Maintenance	5,000.00
24	-2021	4901-760-740-0000	Capital-Machinery, Equipment, Furniture	90,000.00
25	-2021	4901-760-750-0000	Capital-Motor Vehicles	20,000.00

Bank Reconciliation and Financials. MOTION by Slocum, seconded by Schneider to approve the bank reconciliations for the month. Voting: All Yes. [20210118-05]

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Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve **Payroll #01 of JANUARY 12, 2021.** Voting: All Yes. **[20210118-06]**

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. **[20210118-07]**

Business.

- **COVID Sick Pay Procedures:** The board discussed the procedures to pay individuals who are out sick due to COVID as approved earlier by the board. Among the considerations: do we pay at full rate or partial rate to allow more employees to be covered? Which hours should be considered for the pay? Only two of the employees who contracted COVID were out for a considerable time.

MOTION by Slocum, seconded by Schneider to pay short-term COVID sick time for the hours that were scheduled and missed. Long-term COVID sick time will be paid at an average over the previous four months for scheduled time and call backs but not training. The rates will be equal to current rate of pay. Given the availability of funds, the board may decide in the future to reimburse COVID sick time at a lower rate to cover more employees.

Voting: All Yes. **[20210118-08]**

- **VFFA Assessment:** As secretary of the board, Slocum signed off on the annual assessment form for the Volunteer Fire Fighters Association.

Reports.

Riedel.

- The new phone system is up and running. The main number rings at both stations.
- He signed the contract for the new tanker at \$345,364. He worked with Lt. Levitt in reviewing the specs. We may issue change orders for some items at a later date due to the price increase at the end of 2020. Delivery time is 13 to 15 months.
- The auction of the old engine will be posted soon.
- He is looking at new vendors for the radio upgrades and has checked with local agencies. The Kenwood radios have been recommended and we can purchase three for the price of one Motorola.
- He would like to purchase a subscription from Haas to place technology on five of our vehicles to provide alerts to drivers via the Waze and similar apps. This notification system may reduce accidents. The cost is \$1800 a year for the five vehicles. MOTION by Slocum, seconded by Schneider to approve the Haas subscription. Voting: All Yes. **[20210118-09]**
- **EMPLOYEE CHANGES:** David Hybert and Jon Gaiser have resigned. Razak's leave is up next week and we expect to hear from him. The officers have interviewed Steve Groves, a retired captain from Stow with lots of experience including hazmat, inspections, and teaching. They are recommending that the board hire him as a paramedic. MOTION by Slocum, seconded by Schneider to approve hiring of Steve Groves. Voting: All Yes. **[20210118-10]**

Riedel for Duber.

- Three vehicles are in for repair including one vehicle that was involved in an accident on Boston Mills Road.
- The new graphics are starting to be installed on our vehicles.
- New employees Leising and Zapora have completed their training and are starting to be scheduled. Roman and Smith are moving forward with training and are expected to be fully trained by next month.
- He is working on a FEMA grant application with Sebastian.
- We may get funds from Summit County grants to replace some of the water rescue equipment.
- Turnout gear for Cern and Kamp is expected next month.

Packard.

- No one is out sick this month with COVID.
- Online only training will continue through March 1 at which time we'll evaluate the situation.
- Minimum wage may be increased to \$15 per hour by President Biden. Will the hourly rates for employees be raised accordingly? The board will evaluate the situation if the rate is increased.
- Only two people did not complete the required training hours. The officers will follow up on this.

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- Is it possible to provide COVID hazard pay to employees who have handled COVID cases in 2020? A method may be to provide \$3.00 per call per person for those employees who made 15 or more calls per year. A person making 60 calls would receive \$180. The board agreed to table this discussion until the next meeting.
- Items to be added to the future capital expenditures list include the tow vehicle, air bags, and radio replacements.

Moledor.

- He is working on the Akron-Cleveland Road inspections, including the new Spirit Auto Group.
- He purchase two electrostatic sprayers at \$499 each to sanitize the squads and get them back in action in 5 minutes.
- He is working on transitioning the stations to touchless sanitizers.
- He is working on getting a quote from Bad Lime on new shirts. The more we order, the lower the price. He would like to purchase additional shirts for people who schedule several shifts. The additional shirts would be pro-rated based on scheduled hours. He'll have more information for the board's approval next time.
- He is working with Lt. Levitt on an Ohio Fire Marshall grant for more equipment up to \$15,000 in grant funds with no matching requirement.
- As we're updating the capital expenditures list, the board should consider whether squads should be replaced in 7-year increments (for smaller, less expensive squads) or 15-year increments (larger squads). The smaller squads can be remounted after 7 years instead of purchasing a new one. The board asked for details and best estimates on the two types of squads.
- He recommends that we have committees start to work on specs for vehicle replacements well in advance of the replacement schedule so that only minor adjustments need to be made at the time of order.

Sebastian.

- Here are additional items to add to the capital equipment list: cot loading systems and heart monitors. The heart monitors date from 2009 and will soon be phased out. Current replacement cost is around \$20,000.
- EMS meetings will occur via Zoom until March when the schedule will be reevaluated.
- COVID washers were purchased and delivered to each station.
- He plans to return to regular work mid-February pending medical clearance.

Packard for Levitt.

- The tanker contract has been signed and is on order.
- He is working with Lt. Moledor on a grant to be submitted at the end of the month.

Anderson.

- Any committee reports should be submitted and approved by the officers before recommendations are made to the board. She was disappointed in the way one of the previous committee recommendations were made.

There being no further business, Slocum motioned to adjourn the meeting at 6:51 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair