

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

SEPTEMBER 19, 2022

The regular meeting of the Valley Fire District Board was held on **Monday, September 19, 2022** at the Valley Fire District, 5287 Dogwood Drive, Peninsula, Ohio 44264. The following were present.

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

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:38 PM.

Approval of Minutes.

MOTION by Slocum, seconded by Schneider to approve minutes of the **August 15, 2022** regular meeting. Voting: All Yes. [20220919-01]

Appropriations Reallocations. MOTION by Slocum, seconded by Schneider to approve the reallocations. Voting: All Yes. [20220919-02]

FUNDS	NAME	FROM	TO
4901-760-740-0000	CAPITAL: Tax Collection Fees	1,118.00	
4901-220-315-0000	CAPITAL: Election Expenses		1,118.00
1000-110-315-0000	GENERAL: Election Expenses	2,500.00	
1000-290-500-0000	GENERAL: Other		2,500.00

Approval of Purchase Orders. (Items at \$2,500 or more are signed by the board.) MOTION by Slocum, seconded by Schneider to approve the purchase orders. Voting: All Yes. [20220919-03]

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT
63 -2022	4901-820-820-0000	CAPITAL – EQUIPMENT	36,149.31
64 -2022	1000-220-420-0000	GENERAL – FUEL	10,000.00
65 -2022	1000-220-311-0000	GENERAL – LEGAL FEES	8,000.00
66 -2022	1000-290-500-0000	GENERAL – OTHER	4,500.00

Financials and Approval of Bank Reconciliation. MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes. [20220919-04]

Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve **Payroll #09 of August 23, 2022.** Voting: All Yes. [20220919-05]

MOTION by Slocum, seconded by Schneider to approve **Payroll #10 of September 20, 2022.** Voting: All Yes. [20220919-06]

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. [20220919-07]

Other Business.

Station Staffing. The board and officers discussed the latest draft regarding full-time positions. The board agreed to move ahead slowly with the hire of one full-time person given budget constraints and long-term considerations. Ron Fenn, Boston Heights Councilperson, stated that the Village can add the new hire to their health care plan. Riedel, Packard, and Anson will revise the draft to include hiring of EMT or Paramedic personnel. A step-up-to-full-salary program, similar to those used by other departments, will be drafted for consideration by the board prior to the next meeting along with possible scenarios of the final offer.

Lexipol. Riedel, Packard, and Anson attended a presentation by Lexipol to provide uniform web-based job policies and procedures, training, and tracking. The program is utilized by many government departments in the area. Our insurance underwriter offers a discount in recognition of the service. MOTION by Anderson, seconded by Schneider to approve the Lexipol subscription. Voting: All Yes. [20220919-08]

Charges for Services. Schrader circulated draft resolutions regarding charging for the following services: fire inspection fees, charges resulting from non-transport of individuals, and fees for excess false alarms. Fees for frequent calls to same business may also be considered. Event requirements were discussed; an organization would either need to hire the department to provide an on-site squad if available or contract out to another service. Riedel distributed information from the Ohio Fire Code regarding permitting fees and an example of fees charged by

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

SEPTEMBER 19, 2022

a local department. The board and officers discussed the drafts. Fenn will take the information to the Boston Heights Council in case legislation is needed to collect these types of fees in the Village. This topic will be revisited at the next meeting. Riedel and Anson will work on possible forms. Riedel requested information from LifeForce regarding current charges since we haven't raised our rates in a good number of years.

2023 Budget Approval. The 2023 budget information provided by the county was circulated to the board prior to the meeting. MOTION by Slocum, seconded by Schneider to accept the amounts and rates as determined by the Budget Commission and to authorize the necessary tax levies and certify them to the Summit County Fiscal Officer. Voting: All Yes. **[20220919-09]**

Clerk Salary. In recognition of the increased workload of the clerk, Anderson recommended a 4% salary increase back-dated to May 2022. Anson thanked the board for this consideration. MOTION by Slocum, seconded by Schneider to approve the 4% salary increase. Voting: All Yes. **[20220919-10]**

FEMA Equipment Grant. Riedel circulated the FEMA grant award to the board prior to the meeting. The award for \$66,666.66 in grant funds carries a \$3,333.34 cost share to purchase an enclosed air compressor with purification system with CO2 monitoring and a three-cylinder fill station. He will send the grant regulations to Schrader for an opinion on the bidding process. MOTION by Slocum, seconded by Schneider to accept the grant. Voting: All Yes. **[20220919-11]**

Supplemental Appropriations. MOTION by Slocum, seconded by Schneider to approve the supplemental appropriations to support the FEMA grant. Voting: All Yes. **[20220919-12]**

FUND	NAME	COST
4901-760-590-0000	CAPITAL: Other Expenses	70,000.00

Reports.

Riedel.

- Hiring of new employees is progressing.
- We may need to purchase adaptors for connections to the five new hydrants on Akron-Cleveland Road.

Riedel for Duber.

- He is finishing up with dispatch to add in CAD schematics.
- Sebastian and August attended Akron's safety diver class and more personnel are interested in swift water training.
- Medic 2 needs service and preventive maintenance.

Packard.

- Schram attended fire school. Kapsandy would like to attend fire inspection training at \$600. Our policy is to require the trainee to remain with the department for two years after completion of training or the funds should be repaid to the department. MOTION by Slocum, seconded by Schneider to approve the cost of the training for Kapsandy. Voting: All Yes. **[20220919-13]**
- We're continuing with limited coverage of shifts and we had two 16-hour call offs due to COVID. Anderson noted that we still have funds for COVID sick time.
- Several people attended the NOTS training.
- In checking the training information, Kapsandy's training course will also require \$75 in books. MOTION by Slocum, seconded by Schneider to amend the cost of the training for Kapsandy to include book purchases. Voting: All Yes. **[20220919-14]**

Moledor.

- He is almost ready to finalize the T-shirt and polo shirt orders and has a company lined up to provide the embroidery. He will order hats, beanies, job shirts in the near future and is waiting for a sale price on these. The purchases have already been approved by the board.
- Five inspections were completed this month.
- Gas meter #3 has been repaired; all four are now working.

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

SEPTEMBER 19, 2022

Levitt.

- Pump, ladder, and hose testing will be completed soon. Some needed repairs have already been spotted.

Sebastian.

- A demo cot may be available for purchase from Stryker. Already approved by the board, this cot will eliminate the need to purchase a brand-new cot.
- He will proceed with a trade-in of the old cots, estimated at \$1,000 to \$1,500 per cot.
- He plans on purchasing a suction unit with the EMS grant.
- With the additional donations in honor of Mr. Fisher, he will purchase canvas drop bags for hydrant fittings.

Anderson.

- The Share-A-Christmas may not be held this year with the retirement of Father John. Cash donations from Costco can be used for gift cards replacing those usually donated by members of Our Lady of Sorrows. Moledor will check with Costco on holding the food drive on December 10.

Slocum.

- He requested information from the Chief regarding access to sites which may be affected by the proposed sewer district. Neither site will be a problem regarding access.

There being no further business, Slocum motioned to adjourn the meeting at 7:43 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair