

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

DECEMBER 19, 2022

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

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

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:32 PM. Lts. Moledor and Sebastian left the meeting at 5:34 PM to respond to a call.

Announcements. Anderson announced the following:

- Rich Munsey retired from Bath Police Department.
- Today is the anniversary of the death of John Lahoski.
- Flowers and a gift were presented to the Chief as a thank you to his wife and daughter for helping out with the Share-A-Christmas deliveries.

Approval of Minutes.

MOTION by Slocum, seconded by Schneider to approve minutes of the **November 21, 2022** regular meeting. Voting: All Yes. **[20221219-01]**

Appropriations Reallocations. MOTION by Slocum, seconded by Schneider to approve the reallocations. Voting: All Yes. **[20221219-02]**

FUND#	NAME	FROM	TO
1000-110-211-0000	OPERS	(\$31.00)	
1000-110-112-0000	Clerk's Salary		\$31.00
1000-220-323-0000	Maintenance & Repair	(6,000.00)	
1000-220-590-0000	Other	(6,000.00)	
1000-220-420-0000	Fuel		12,000.00

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 order. Voting: All Yes. **[20221219-03]**

SB NUMBER	ACCOUNT	ACCOUNT NAME	\$AMOUNT
77 -2022	1000-220-420-0000	Fuel	12,000.00

Financials and Approval of Bank Reconciliation. MOTION by Slocum, seconded by Schneider to approve the bank reconciliation. Voting: All Yes. **[20221219-04]**

Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve **Payroll #13 of December 13, 2022**. Voting: All Yes. **[20221219-05]**

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. **[20221219-06]**

Other Business.

Station Staffing. The board and officers agreed with the draft information as presented in the minutes. Anson will draft material for the personnel manual sections pertaining to full time employees. After a brief discussion on pay and starting dates, MOTION by Slocum, seconded by Schneider to approve the hiring of a full time employee at \$18 per hour starting with the next pay cycle (starting December 25) with a pay date of February 7. Voting: All Yes. **[20221219-07]**

2023 Insurance. The Chief met with our insurance agent and he is looking for more cost effective options for us. MOTION by Slocum, seconded by Schneider to approve the insurance package for 2023 payable quarterly. Voting: All Yes. **[20221219-08]**

Organizational Agenda for 2023. The Chief reported on a meeting with Peninsula, Boston Township, and Boston Heights to discuss funding to alleviate staff shortages. He had presented information on current funding, staffing, and number of calls. Funding and calls were balanced between Boston Heights and the District. Planning for a community meeting was discussed with possible levy increases needed to ameliorate the situation. The National Park has not responded with any action to help with EMS coverage for park visitors. Boston Heights Councilperson Antal stated that they are willing to help out by paying the District an additional \$50,000 per year to give all firefighters a \$2/hour raise. Schrader will work on a contract amendment for this piece.

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The board discussed amendments to the Organizational Agenda distributed earlier as follows:

- The additional pay for weekend service is not working as an incentive and can be eliminated.
- Firefighters will receive \$2/hour raise across the board including Special Ops rates.
- New hires will continue to receive payment for training hours at the prevailing Ohio Minimum Wage rate upon completion of new hire training.
- The pay rate for full time employees will be \$18/hour with holiday and overtime pay at time and a half at \$27/hour.

MOTION by Slocum, seconded by Schneider to approve the Organizational Agenda with the amendments listed above. Voting: All Yes. **[20221219-09]**

Reports.

Riedel for Duber.

- Engine 2 was in for a fuel leak repair. Tanker 1 had some warranty work done.
- Anthony Rothgery is starting his term as third person on shift.
- He has four possible candidates for hire and is getting ready to interview.
- One earlier candidate who was eliminated due to lack of fire training has started the program at the University of Akron. Since she is in process, they are considering her candidacy if both trainings can be completed simultaneously.
- His schedule is changing and he will be able to attend most if not all board meetings again.

Packard.

- We are still filling the holes in the schedule.
- John Gordon would like to attend fire inspection training to keep up with his certification. Sebastian may also need assistance to attend the training. The cost for the two-day training is \$125. MOTION by Slocum, seconded by Schneider to approve up to \$250 for fire inspection training. Voting: All Yes. **[20221219-10]**

Anderson for Sebastian.

Since Moledor and Sebastian left to attend a call, no reports were ready to be presented from them. However, Anderson brought up an item discussed with Sebastian earlier. Given the difficulty getting people to sign up for paid shifts, volunteer hours are even more hard to schedule. Anderson was grateful for the six people who volunteered over the weekend delivering presents and food baskets for Share-A-Christmas. Boston Township started the event 24 years ago with help in recent years from the Catholic and Methodist churches and Costco, with collection boxes at the Library and Terry Lumber. MOTION by Anderson, seconded by Schneider to pay \$100 to the volunteers who delivered the Share-A-Christmas donations.

Voting: All Yes. **[20221219-11]**

Anderson thanked everyone who worked on Share-A-Christmas and mentioned the generous donations from the Costco Load the Truck food drive and parishioners at the local churches.

Levitt.

A meeting was held with Lifeline regarding the new ambulance. A VIN number has not been assigned yet which is troublesome given the delays and outright cancellations of vehicle contracts. The price has gone up by \$6,000 which is still in line with the board approved cost. He is expecting to secure a VIN number by the second quarter of 2023 with delivery on target by the end of 2023.

Anderson thanked Antal for the help provided by Boston Heights addressing the staffing shortage.

Schneider thanked the department for the help provided recently to his wife.

Slocum thanked the officers for all they do in helping to fill shifts.

There being no further business, the meeting adjourned at 6:36 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair

**VALLEY FIRE DISTRICT BOARD OF TRUSTEES
ORGANIZATIONAL AGENDA**

AMENDED

2023 Chair of the Board: to nominate Amy Anderson as Chair.

2023 Vice Chair: to nominate Richard Slocum as Vice Chair.

2023 Secretary of the Board: to nominate Richard Slocum as Secretary.

2023 Meeting Times: to hold board meetings on the third Monday of each month at 5:30 at Station 1.

Legal Counsel: to accept the contract reappointing Al Schrader as legal counsel for the District for 2023.

Pay Rates for 2023: to accept the pay rates as listed below.

- Board Members: \$30.00 per meeting up to 15 meetings
- Clerk: \$11,250.00 annually, to be paid per 28-day pay period at \$865.38
- Chief: \$6,000.00 annually, to be paid per 28-day pay period at \$461.54
- Asst. Chief: \$3,984.00 annually, to be paid per 28-day pay period at \$306.46
- Captain: \$3,192.00 annually, to be paid per 28-day pay period at \$245.54
- 1ST Lieutenant: \$2,784.00 annually, to be paid per 28-day pay period at \$214.15
- 2ND Lieutenant: \$2,784.00 annually, to be paid per 28-day pay period at \$214.15
- 3rd Lieutenant: \$2,784.00 annually, to be paid per 28-day pay period at \$214.15
- Full Time Employees: \$18.00 per hour; \$27.00 per hour overtime and holiday duty
- Station Duty: \$16.00 per shift hour for EMTs; \$32.00 per hour holiday duty
\$18.00 per shift hour for Paramedics; \$36.00 per hour holiday duty
- Run/Call Hours: \$16.00 per hour for EMTs, two-hour minimum
\$18.00 per hour for Paramedics, two-hour minimum
\$20.00 per hour for certified special operations personnel while on special ops calls
- Training: \$16.00 per hour for EMTs; \$18.00 per hour for Paramedics; \$20.00 per hour for Special Operations Continuing Training
- New Hire Training: Training hours are paid at the Ohio Minimum Wage rate upon completion
New Hire training
- Part-Time Overtime: Non-holiday overtime for part time employees is paid at time-and-a-half
- Mechanic: \$27.00 per hour
- Deputy Clerk \$27.00 per hour

Holidays for 2023: to accept the holidays as listed below.

New Year's Day:	January 1		Juneteenth	June 19		Thanksgiving Day:	November 23
Martin Luther King Day:	January 16		Independence Day:	July 4		Day After Thanksgiving:	November 24
Presidents' Day:	February 20		Labor Day:	September 4		Christmas Eve:	December 24
Good Friday:	April 7		Columbus Day:	October 9		Christmas Day:	December 25
Easter:	April 9		Veterans Day:	November 11		New Year's Eve:	December 31
Memorial Day:	May 29						

Huntington Credit Card Holders and Limits Review: Total Credit Limit per Month: \$10,000

NAME	LIMIT/MONTH	NAME	LIMIT/MONTH	NAME	LIMIT/MONTH
C Riedel	\$3,500	M Packard	\$3,500	N Sebastian	\$3,500
S Duber	\$3,500	C Moledor	\$3,500	M Levitt	\$3,500
				J Deluca	\$3,500

Costco Credit Card Holders and Limits Review: Total Credit Limit per Month: \$5,000

- Card Holders: C Riedel and M Packard

Disposal of Surplus Equipment: to dispose of surplus, unneeded, obsolete property through Internet-based Auction such as GovDeals during calendar year 2023.