

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

FEBRUARY 20, 2023

The regular meeting of the Valley Fire District Board was held on **Monday, February 20, 2023** 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. Moledor	Catherine Anson
Richard Slocum	Asst Chief Duber	Lt. Sebastian	LEGAL COUNSEL
Dan Schneider, Sr		Lt. Levitt	Al Schrader

The regular board meeting of the Valley Fire District was called to order by Anderson at 5:35 PM.

Announcements. Anderson announced the following:

- Long-time resident Sally Cook passed away.
- Lee Spencer is home from the hospital.
- VFD Trustee Dan Schneider, Sr. was honored by the Peninsula Village Council with a Lifetime Achievement Award. Anderson stated that the award was well-deserved.

Approval of Minutes.

MOTION by Slocum, seconded by Schneider to approve minutes of the **January 16, 2023** regular meeting. Voting: All Yes. **[20230220-01]**

Financials and Approval of Bank Reconciliation. The bank reconciliation is pending until FY2022 is officially closed.

Approval of Payroll. MOTION by Slocum, seconded by Schneider to approve **Payroll #2 of February 7, 2023**. Voting: All Yes. **[20230220-02]**

Approval for Payment of Bills. MOTION by Slocum, seconded by Schneider to approve the payment of bills. Voting: All Yes. **[20230220-03]**

Other Business.

Full Time Employee Manual. The board reviewed the changes made by Schrader to the proposed Full Time Employee section. MOTION by Slocum, seconded by Schneider to approve the full-time employee section of the employee manual. Voting: All Yes. **[20230220-04]**

VBH Addendum #2. The addendum to the contract for services with the Village of Boston Heights to pay for salary increases for all firefighters was approved by the Village. MOTION by Slocum, seconded by Schneider to approve the amendment. Voting: All Yes. **[20230220-A]**

2023 Permanent Appropriations. The board reviewed the 2023 Appropriations prior to the meeting. MOTION by Slocum, seconded by Schneider to approve the permanent appropriations. Voting: All Yes. **[20230220-05]**

Lexipol Chapters 1 & 8: The board reviewed the first two chapter drafts of the employee manual adapted by Lexipol and reviewed and edited by the officers and clerk. The board disagreed with the use of a form for Public Records requests but otherwise accepted the text of the chapters. MOTION by Slocum, seconded by Schneider to approve *Chapter 1: Fire Service Role and Authority* and *Chapter 8: Records Management* with the removal of the form. Voting: All Yes. **[20230220-06]**

Reports.

Schrader. Litigation is progressing regarding the Bridle property. Legal cost reimbursement will be requested on behalf of Boston Township and Valley Fire with received funds for Schrader's time divided equally between the two entities in accordance with actual billing.

Riedel.

- The AFG grant for heart monitors has been filed.
- The SAFER grant this year is due March 17 with funds probably available in 2024. This three-year grant has no matching funds or continuing commitment on behalf of the District. The grant will fund new full-time positions. There is a possibility of filing for additional funds to prevent layoffs. MOTION by Slocum, seconded by Schneider to approve the filing of the grant application. Voting: All Yes. **[20230220-07]**

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- We would like to hire Vince Kapsandy for the new full-time position with a start date of March 5, 2023 which is mid-period of Pay #4. Anderson stated that this was the first full time hire since 1985. MOTION by Slocum, seconded by Schneider to approve the hire.
Voting: All Yes. **[20230220-08]**
Kapsandy introduced himself and thanked the board for the opportunity.
- We would like to hire Alexander Zajac as an EMT/Firefighter. MOTION by Slocum, seconded by Schneider to approve the hire. Voting: All Yes. **[20230220-09]**
- In light of the increased part-time hours allowed by House Bill 377, the officers asked the board if they would consider approving Nick Sternad to work assigned 24-hour shifts on a regular basis as a part-time employee and in return to consider paying for his paramedic certification. The District would gain dependable shift coverage for that time period. He would remain a part-time employee and would not be paid for Kelly days nor receive any benefits. The fee for the one-year course, running from September 2023 to June 2024, is \$6,500 including texts. If his classes fall on one of his work days, a replacement worker would be hired and Sternad would be paid for his class time during scheduled shifts. Should he fail to complete the certification, or leave the department prior to completion or the commitment after completion, he will be responsible for reimbursing the department according to the standard training agreement. Sternad, who was present, stated that he is fully committed to completing the certification and fulfilling the time commitment. The board asked the clerk to cost out the obligation to the budget and determine if the cost could be covered by the current budget. Schrader will write up an agreement if approved.

Duber.

- He submitted the AFG grant for heart monitors.
- He is working with Al on the bid for the air stations. Schrader's office will place the ad. MOTION by Slocum, seconded by Schneider to approve placing the bid as written by Schrader. Voting: All Yes. **[20230220-10]**
- Tanker 2 is out of service.
- Interviews were set up for five candidates resulting in the recommendation to hire one of them.
- He notified the board that 10 sets of turnout gear were approaching the expiration date. Replacement costs are estimated at \$31,000.

Packard.

- Estimated hours for a replacement while N Sternad is at class is estimated at 420 for the entire certification period.
- We have delayed setting up the work schedule pending the new hire.

Moledor.

- There were 6 inspections since the last report.
- Howe Rescue will be doing the SCBA testing this month.
- He would like to order two smaller face masks, one for each squad at \$500 each. MOTION by Slocum, seconded by Schneider to approve the purchase of two face masks at \$1,000. Voting: All Yes. **[20230220-11]**

Sebastian.

- The monitors have been serviced. They are approaching the end of life in the next few years.
- The hydro bags have been purchased and are in service.
- The tablet holders are being set up.
- He has renewed the drug licenses.

Levitt.

- A VIN still hasn't been issued for the new vehicle but the company continues to state that it will be delivered on time.
- He's working on setting up a tax exempt account to purchase the approved GPS systems.
- Two half-day classes will be set up with funds from a public utilities grant. He may need a larger room if registration exceeds the station meeting room set up. Anderson volunteered the Boston Township Meeting Room which is set up for video use.

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Sternad, for the Association:

- April 22 is scheduled for Clean Up day at the station. He is requesting that adult beverages be allowed and \$500 for the purchase of mulch.
MOTION by Slocum, seconded by Schneider to approve adult beverages and outside smoking for April 22. Voting: All Yes. **[20230220-12]**
MOTION by Slocum, seconded by Schneider to approve \$500 for the purchase of mulch.
Voting: All Yes. **[20230220-13]**
- The Pancake Breakfast is scheduled for May 7. Anderson reminded him to send in a notice to the Community News for the next two issues.
- The new Peninsula Police Association has requested a joint fund-raising event possibly in September.

There being no further business, the meeting Slocum moved to adjourn at 6:43 PM.

Respectfully submitted,

Catherine Anson, Clerk

Amy Anderson, Chair