

# Westfield Fire and Rescue District

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Regular Meeting  
November 2, 2015

Trustee Thombs calls the meeting to order at 6:00 PM. Roll call: Thombs- aye.

**Comments from the floor-** none

**Minutes to be approved-**

***Likley makes a motion to accept the October 19, 2015 meeting minutes as submitted; seconded by Schmidt. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.***

## **Chief's Report**

- Total number of runs for October is 23; EMS- 21, Fire- 2. Township -15, Village-6 Seville- 1 Cannon-1
- New members to the WFRD: Debbie Haumesser and Sandy Heismann. Both are beginning EMT classes in January at Medina County Career Center.
- Last Thursday over 80 Cloverleaf High School students attended a CPR class
- November 13, 2015 training CPR course for the teachers
- FEMA Grant- WFRD was unsuccessful in receiving this grant.
- State Farm Fire Marshall Grant- Writing a grant with other county fire departments (new portable radios to communicate with any department nationwide). There is an annual fee (about \$120.00 per year) which the grant will cover the first year.
- MC Ax- set a date for next year. Everything worked out great. They teach about 400,000 kids each year.
- Clam Bake sold 380 dinners and the Associations' next fundraiser is Breakfast with Santa on December 5<sup>th</sup>.
- Truck #1621 repairs were completed on Saturday. Invoice will be in at the end of the week.

## **Fiscal Officer's Report**

- Payment listing in the amount of \$3735.40

***Schmidt makes a motion to pay the bills in the amount of \$3735.40 as submitted. Roll call: Thombs- aye, Schmidt- aye, Likley- no. The motion passes.***

## ***Fund Status in the amount of \$187,130.10***

Appropriations Status provided for Board review in anticipation of next year's appropriations.  
Discussion at a regular or special meeting if needed.

Appropriations status: Truck Rental being paid out of the following account: #1000-220-321-5007

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Line 2904-220-750-1611 funds for the purchase of the 161-1 truck replacement are at \$90,881.60.

Likley asked for clarification of the additional check from the insurance provider and his concerned that there are not sufficient funds for the full payment of the truck at this time. To date \$208,618.40 has been paid from this fund for the truck chassis and the e-extraction tools as agreed. The remaining payment on the truck will be made on delivery. Chief Fletcher will contact insurance provider to understand how the remaining payment will be received from them.

Thombs would like to resolve Likley not approving the paying of the bills. Likley has requested to review the invoices prior to the meeting and the accompanying checks. Likley does not feel comfortable reviewing invoices and check payments during the meeting due to the time involved for review.

Fiscal Officer talked with Bill Thorne regarding this matter and Zweifel needs the flexible schedule of her job. She also stated that too many bills come into the office over the weekend. Likley stated that he understands he cannot make Zweifel meet that deadline but his name goes on the check also and he is accountable to understanding the township finances. Thombs talked with Bill Thorne also and would like to have both parties come to an agreement. Few bills are due instantly; most have 2-3 weeks until payment. The timing of invoices and payments is why we have 2 meetings a month. Likley would like to review the invoices and checks prior to the approval. There have been occasions that payments have needed a better review from the Trustees. Zweifel feels that no one can dictate her schedule to pay the bills. Thombs would like to have Zweifel have the bills to date by Thursday and Likley could review prior to the meeting. Schmidt asked Zweifel what time are the checks done prior to the meeting. Zweifel said that the checks are usually run on the day of the meeting. Likley's concern is not knowing if the checks are accurate to the invoices. The Board could approve the payment of the checks at the end of the meeting to allow time for the Trustees to review the invoices and checks prior to the approval. Likley agrees that would work prior to the closing of the meeting.

**Supplemental Appropriations-** for daytime staffing- \$2000.00 from Contingencies #1000-930-930-0000 to #1000-220-190-1004 (2015 appropriated \$32,000) Expenditures of \$30,346. Showing to date- \$1,011.00 left in the account after tonight's payroll payment and there is another 2 months to go. The Chief will look into the proposed amounts. The 2 payrolls are \$960.00 for the daytime staffing.

**Thombs makes a motion to approve the supplemental appropriations from Contingencies #1000-930-930-0000 in the amount of \$2,000.00 to cover daytime staff to #1000-220-190-1004; seconded by Schmidt. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.**

Information will be provided to the Trustees regarding the audits from Zweifel.

**Truck Rental:** Thombs called Guilford Township F.O. Ray Ruprecht and the Township is paid up until the 24<sup>th</sup> of September. After the first 6 month the rate is \$55.00 a day. Total is \$25,000.00 that the insurance company will pay for the truck rental. There is \$17,055.00 paid out so far and left in the account to be received is \$7945.00 from the insurance company. Thombs identified that there are 144.5 days left and that would be until the middle of February. Likley stated that the insurance company has provided an additional check for \$1,667. Likley said that to date over \$18,000 has been paid to Guilford.

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The line item for this truck rental is \$15,000. We are getting the money from the insurance provider but the appropriation status does not reflect this.

Special Revenue account #2904-220-750-1611- \$299,500.00 for the purchase of the truck (chassis and rescue tool) has been paid for the truck. There is not a special revenue account for the truck rental. Zweifel needs to figure the line items out. It is showing up in a revenue status #1000-891-0027. The revenue so far is \$8720.00 which is the money that will be coming into the township for the remainder of the rental.

The account code is #1000-220-321-5000 for the rental and this account is used for the truck rental. This is the same code for the special revenue for the rental truck.

The money that is being used for the truck should not show on the budget for next year since it is not revenue. Zweifel explained the set-up of the truck purchase Special Revenue fund was requested by the Medina County Auditor's Office. The rental is coming out of General Revenue.

Likley stated that to rent the truck we are \$10,000.00 short according to the line item #1000-220-321-5007 and anything over the \$25,000 from the insurance company will come out of the General Fund.

## **New Business**

Aetna Insurance- Affects Evans, Fletcher and Zweifel – The insurance company didn't receive the payment so Zweifel paid online but they also received the check that was in the mail a couple of days later. The doctor chooses not to participate with the provider but Chief stated that it was the other way around. Chief is having some problem with the provider and the doctor's in-network. Chief had one bill that was not resolved but working on that.

WFRD regular meeting on November 16, 2015 @ 6:30 PM

***Schmidt makes a motion to adjourn; seconded by Likley. All said aye.***

*Respectfully submitted by:*

*Cheryl Porter, Zoning Secretary*

*Date approved: November 16, 2015*

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*Trustee William Thombs, Chair*

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*Trustee James Likley*

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*Trustee Michael Schmidt*

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