

Westfield Fire and Rescue District

Regular Meeting
June 6, 2016

Thombs called the meeting to order at 6:30 PM.

Roll call: Likley- aye, Schmidt- aye, Thombs- aye

Comments from the floor- none

Minutes to be approved

Schmidt makes a motion to accept the May 16, 2016 Meeting Minutes as submitted; seconded by Likley. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Meeting Minutes: May 31, 2016

- Close out books from FO Zweifel's resignation: Payments in the amount of \$26,037.25 which were approved to be paid; Fund Status in the amount of \$291,660.30 ; and pay the OTARMA property/ liability insurance which needed to have transferred money to cover the payment (only had \$9,000 appropriated) and needed close to \$10,000. This payment was part of the \$26,000. M. Evans and Fidoria have reconciled the WFRD funds as of 12-31-15.

Thombs makes a motion to accept the May 31, 2016 Meeting Minutes as submitted; seconded by Schmidt. Roll call: Schmidt- aye, Likley- aye, Thombs –aye. The motion passes.

Chief's Report

- Total runs for May are 37; 30 EMS, 5 Fire and 2 Motor Vehicles; Township had 30, Village had 3, Lodi 1, and Seville was 3.
- Pumper 161-1 has been in service for nearly one month now. The crews have trained with the pump operations of the truck and it was used to supply water at a Lodi structure fire. All employees will continue to be trained to use this truck.
- New volunteer schedule for night time emergency responses that occur from 10:00 PM through 6:00 AM. The average calls are 30-40 during this time period. To distribute the work load, a schedule will be developed to assign an on call responsibility. The chief would like to adjust the compensation for this period of response to time and a half pay. The majority of our personnel are compensated with \$10-\$12 per hour. The increase for night time response would be \$15-\$18 per hour. The total increase in the budget would be less than \$500.00 for the rest of the year. There should be enough in the payroll line item to cover the increase. The start for this program will be the start of the third quarter or July 1, 2016. The Chief would like the Trustees to approve this program. Language in the SOG's need to be written for consistency. This should be an approved addendum to the SOG that the Trustees sign. Schmidt would like to try for a couple of months and have time to modify the process.

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- There are issues with the fax machine. We are unable to receive faxes from the hospitals and the engineering office. This might be due to the link or TWC filter used for the severe weather warnings. TWC has said they can fix the issue but will charge \$20.00 more per month. The messages were fine prior to the TWC new filtering system. The Chief is talking with AT&T and they offered a package deal that would fix the problem and bundle all of the WFRD needs for \$20.00 a month less than what we pay now. Before switching a representative from AT&T will look at our facility and get a confirmation that they can provide all services we need. This would be the whole bundle of land-line phones, internet and fax. Likley would like something in writing from AT&T.
- The schedule maintenance on the truck will be every 6 months. Pump is tested yearly. LED light bulb has popped out but the light is no longer working.
- Trailer is ordered.
- Truck 166-1 will be placed online to sell. This truck is low miles.

Likley makes a motion to sell Truck 166-1; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Old Business

OBMV is on hold

Record Retention is on hold

Co-pay for supplemental insurance: All employees will contribute \$1.00 and a receipt will be issued for the total amount along with a roster. Likley explained to FO Evans why this co-pay was important to the employees. Evans will contact VFIS that all of the members have contributed towards their premium and a list of all employees. The Chief will provide Evans a copy of the policy and any information necessary for her records.

New Business

Likley attended the MC Emergency Management held in Hinckley on May 19, 2016.

June 20, 2016 @ 6:30 PM

Fiscal Officer's Report

- Payment Listing in the amount of \$7841.76. Likley asked if there were any late fees or penalties on this listing and Evans didn't believe so.
- Ohio Police and Fire Pension Fund and State Treasure: Likley asked about the 2 payments to the Pension Fund and asked if this brought the Township up to date. Evans will check and Westfield stated that the Village for 2015 still needs to pay.
- IRS certified mail receipt for March was found so FO Evans will have to check into this.
- The Trustees offered FO Evans to get help at her discretion. There is funding for this.

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- Fund Status for the WFRD is not correct at this time
- 2015 there will be \$15,125.00 less due to \$ 5,700.00 error and \$9,400.00 in payments made online that were not recorded on the UAN system. FO Evans will have to go back and make sure bills are paid and are correctly on the UAN.
- Appropriation concerns: Shortage of funds for the 2016 year. FO Evans will make the fund adjustment of \$9,400.00. FO Evans already has talked with the auditor to explain what she is doing. The 2017 budget on the UAN is all incorrect and can't be used at this time. FO Evans believes the Township side will be worst.

Likley makes a motion to pay the bills in the amount of \$7,841.76 as submitted; seconded by Schmidt.

Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

- No supplemental appropriations at this time
- Signature Card for the bank needs to be signed. Resolution for the Trustees and WFRD for just the Chairman to sign (Thombs).

Schmidt makes a motion to adjourn at 6:55 PM; seconded by Likley. All said aye.

Respectfully submitted by:

Cheryl Porter, Zoning Secretary

Date approved: 20 June 2016

Trustee William Thombs, Chair

Trustee James Likley

Trustee Michael Schmidt

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