

# Westfield Fire and Rescue District

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Regular Meeting  
December 18, 2017

Trustee Thombs called the meeting to order at 7:00 PM. Roll call: Likley -aye, Thombs – aye, Schmidt – aye.

**Trustee Thombs swore in Annette Freeman and Robert Miller as WFRD newest Emergency Responders.**

## Comments from the floor

N/A

## Minutes to be approved

*Likley makes a motion to accept the December 4, 2017 meeting minutes as amended; seconded by Schmidt. Roll call: Thombs – abstain, Likley – aye, Schmidt – aye. The motion passes.*

## Old Business

None

## New Business

- Trustee Thombs completed Chief Fletcher’s Performance Evaluation – a copy is on record.
  - Thombs recommended an extension of the current contract until August, 2020
  - With a freeze in salary and benefits at 2017 level for 2018.
  - Trustee Likley recommended holding off on extending the contract since the current contract runs through August, 2018 with the Chief’s option to extend it until 2019. The request is to hold until after bond issue is voted on as to the possible impact on the department and or its operation.
  - Chief Fletcher is required to give a 6 month notice prior to his retirement date.

*Thombs makes a motion to extend Chief Fletcher’s contract until August, 2020 at the salary of \$62,846.89 in 2018; seconded by Schmidt. Roll call: Schmidt – aye, Thombs – aye, Likley – nay. The motion passes.*

## Budget

- An additional Full-Time Staff member is included in the Temporary Appropriations which cover January and February, 2018.
- A decision on the Full-Time addition could be delayed until the Permanent Appropriations.
- The passing of Resolution 2017-05 does not indicate or imply any change of permanent staffing as further discussion is needed.

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*Trustee Likley makes a motion to accept Resolution 2017-05 to Set Temporary Appropriation for year 2018 at \$109,747.00; seconded by Thombs. Roll call: Likley – aye, Schmidt – aye, Thombs – aye. The motion passes.*

## Chief's Report

- Chief Fletcher presented the Year End report from MediCount Management which reported a 2-year comparison covering December 1 – November 30 for years 2016 & 2017 respectively.
  - MediCount is a 3<sup>rd</sup> Party EMS Billing service that bills and collects on behalf of WFRD.
  - Payments received have increased \$61,075.02 in 2017 as compared to \$55,067.50 in 2016.
  - Payments received are gross with 6.5% of MediCount fees deducted.
  - WFRD billing rate is low in comparison of the Usual & Customary Charges. Present rates are BLS \$450, ALS1 \$550, ALS2 \$650. Transport current rate is \$10 per mile vs Usual & Customary at \$14 per mile.
  - A resolution will be prepared for the January 2, 2018 meeting to increase the fees to the Usual and Customary rate for service and transport, to go into effect January 3, 2018
  - A copy of MediCount's report is available for review.

## Announcements

- December 29, 2017 – Special & General Business – 9:00 AM – Year End Financial
- January 2, 2018 – WFRD – Regular and Organization Meeting – 6:00 PM

## Fiscal officer's Report

*Likley makes a motion to pay the bills in the amount of \$9,369.57 as presented; seconded by Thombs. Roll call: Schmidt -aye, Thombs – aye, Likley -aye. The motion passes.*

- ✓ Lowe's – \$586.52 – Multiple supplies (cleaning, training)

Fund Status - \$183,619.63 Checking Balance, \$151,024.32 CD

Reallocation of Appropriations –

- N/A

## Correspondence

- None

*Schmidt makes a motion to adjourn at 7:48 PM; Likley seconded. All said aye.*

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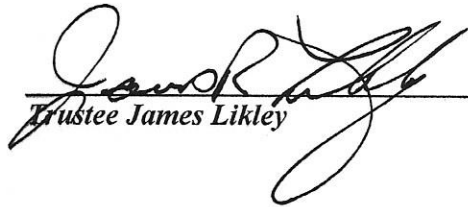
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*Respectfully submitted by:*

*Michelle A. English*

*Date approved:* 1-2-2018

N/A  
*Trustee William Thombs, Chair*

  
*Trustee James Likley*

  
*Trustee Michael Schmidt*