

# Westfield Fire and Rescue District

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## Regular Meeting February 5, 2018

Trustee Likley called the meeting to order at 6:30 PM. Roll call: Horner – aye, Schmidt – aye, Likley - aye.

### Comments from the floor

N/A

### Chief's Report

- Total number of calls was 36; squad included 20; fire 11; motor vehicle accidents were 5. This included 27 in the township; 5 in the Village; 4 in Lodi. 21 residents & 15 non-residents were involved.
- The Association hosted a Pizza Party for the semi-finalists of the State Fire Marshal Safety Poster Contest. All 12 semi-finalists attended with their family members, a total of 45 people. Two local winners are Brayden Gearheart (Grades K-3) and Evie Barth (Grades 4-5). The State will be featuring winners in the 2019 Safety Calendar. WFRD has submitted 5 state winners in the past 7 years.
- Chief Fletcher will be meeting with Terry Pfund of Pfund Superior Sales to get a trade in value for the 2006 Ambulance 167-1. A full set of quotes will be available for the March meeting.
- EMS Grant in the amount of \$2,057.66 was received. We will be applying for the 2018 EMS Grant later in the week.
- Chief Fletcher attended a Welcome Breakfast for Seville's new incoming Chief, Brad Winter. They also discussed a new decontaminate product for EMS & Fire Equipment. Cost sharing will be explored to take advantage of bulk pricing. Seville has room to store the bulk items.
- Quotes for 2 new computers under the Government Contract pricing would be approximately \$1,500. This is being budgeted in 2018. The current hardware is 7 years old.
- The Annual Report is included for public review with some of the following highlights:
  - 2 new members were sworn in.
  - Updated membership reduced the rolls by 8 members due to time commitments and moving
  - A new resident has submitted an application who has a Fire Fighter II certification.
  - Public education includes CPR classes at the Cloverleaf High School and the Poster contest.
  - Equipment:
    - New hoods and washable gloves helps avoid carcinogens.
    - 2<sup>nd</sup> application in to access funds for a extraction washing machine
    - New trucks are now fully equipped.
  - May Bond Levy:
    - Organize members to get the message out
    - There are 5 heating systems 1 of which is currently not working

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- Charts:
  - Squad 167-2 (2014) used more than 167-1 (2006)
  - Motor Vehicle billing
  - 50% of all runs happen between 8 AM – 4 PM
- Chief Fletcher will provide the Board with an updated roster of membership with all applicable data.

## **Minutes to be approved**

*Schmidt makes a motion to accept the January 15, 2018 meeting minutes as submitted; seconded by Likley. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.*

## **Fiscal officer's Report**

*Schmidt makes a motion to authorize the payment of bills totaling \$11,520.07 as presented; seconded by Likley. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.*

- Treasurer State of Ohio - \$1,578.50 – Audit Fees.
- Silco Fire & Security - \$393.50 – Extinguisher Inspections

Fund Status - \$194,153.58 Checking Balance, \$151,155.11 CD

## Appropriation Reallocations

- \$129.50 to 1000-110-312-000 Auditing from 1000-220-510-000 Dues & Fees
- \$29.47 to 1000-220-100-1002 Salary Officer from 1000-220-190-1004 Daytime Staff
- \$583.28 to 1000-220-190-1003 Salaries Volunteer from 1000-220-190-1004 Daytime Staff
- \$228.61 to 1000-220-230-000 BWC from 1000-930-930-000 Contingencies
- \$316.20 to 1000-220-230-2678 BWC Careworks from 1000-220-510-000 Dues & Fees

The following reports were given to the Trustees for their review.

- Appropriation Report
- Fund Status
- Payment Register – all payments from the day after the last meeting
- Cash Summary by Fund
- Revenue Status
  
- Permanent Appropriations target date set for February 19, 2018.
- Trustees will review the Permanent Appropriations prior to the February 19, 2018. A Special Meeting will be scheduled for a detailed review and discussion on February 17, 2018 at 8 AM. This meeting will need to be advertised.

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## Correspondence

- None

## Old Business

- VFIS Critical insurance application submitted and invoice was received.
- Firefighters Dependency Fund certificate to be completed and submitted.
- Standard Operating guidelines for night rate coverage awaiting Board approval
- Standard Operating guidelines for day rate pay are established. An electronic file needs to be forwarded to the Board and Fiscal Officer.
- Additional Squad replacement estimates are to be presented by Chief Fletcher at the next regular meeting.

## New Business

- Ohio Bureau of Motor Vehicles record request listing is prepared and ready to be mailed.
- Social Media Policy needs to be reviewed and updated. Facebook posts made by the public cannot be deleted to avoid violating freedom of speech. Trustee Likley spoke with Asst. Chief Williams about concerns regarding Facebook.
- Trustee Schmidt asked Chief Fletcher if WFRD has Water Rescue capabilities. Fletcher stated we rely on Lafayette Fire & Rescue as they have certified staff. A current member of WFRD is pursuing certification. It was noted that about 1/3 of Chippewa Lake is within Westfield Township.

## Announcements


- February 17, 2018 WFRD special meeting 8:00 AM
- February 19, 2018 – WFRD Regular Meeting 6:30 PM

*Likley makes a motion to adjourn at 7:10 PM; Schmidt seconded. All said aye.*

*Respectfully submitted by:*

*Michelle A. English*

*Date approved: February 19, 2018*

  
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*Trustee James Likley, Chair*

  
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*Trustee Craig Horner*

  
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*Trustee Michael Schmidt*