

Westfield Fire and Rescue District

Regular Meeting
October 2, 2017

Trustee Thombs called the meeting to order at 6:00 PM. Roll call: Schmidt –aye, Thombs –aye, Likley –aye.

Thombs makes a motion at 6:01 PM to go into Executive Session to discuss a potential personnel discipline matter to include Chief Fletcher; seconded by Likley. Roll call: Thombs – aye, Likley – aye, Schmidt – aye. The motion passes.

Thombs makes a motion at 6:25 PM to come out of the Executive Session with no further action; seconded by Likley. Roll call: Schmidt – aye, Likley – aye, Thombs – aye. The motion passes.

Comments from the floor

N/A

Minutes to be approved

Schmidt makes a motion to accept the September 18, 2017 meeting minutes as submitted; seconded by Thombs. Roll call: Schmidt – aye, Thombs- aye, Likley- aye. The motion passes.

RESOLUTIONS

Chief's Report

- Total number of calls was 22; squad included 13; fire 7; motor vehicle accidents were 2. This included 15 in the township; 6 in the Village; 1 in Lafayette. 13 residents & 9 non-residents were involved.
- Association Clam Bake/Steak Fry is October 21st 4:30 – 7:30 PM.
- McAx and the Fire Crew with Casey are arriving October 15th and at Cloverleaf Elementary October 16th at 9:30 AM.
- The department will assist and be on hand for the Cloverleaf HS Homecoming Bonfire, October 4th and football game October 6th.
- On October 21st, Westfield Insurance will host and Active Shooter Drill on their campus. Chief Fletcher will participate.
- A customer satisfaction survey card will be sent to Township/Village residents. 25-30 cards were recently sent out those serviced in August, 2017. No responses have been returned as of this meeting.
- A job description for a full-time Day staff was presented. The requirements include a Fire Fighter II & EMT certification. It would replace a part-time staffer with an increased financial impact of approximately \$20,000.00.
- Chief Fletcher proposed increasing 2018 compensation for the Night Schedule (10 PM – 6 AM) of \$2 per hour and increasing the day rate from \$10.00 to \$12.50 per hour. This will be discussed at a later date.

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- Trustee Schmidt inquired regarding a grant for additional personnel based on an article he read. The concern would be that if the grant is not renewable the result would be terminating the added staff. Chief Fletcher stated that grants are applied for annually for equipment for the department.

Old Business

None

New Business

None

Announcements

October 16, 2017 – Regular WFRD Meeting 6:30 PM
October 21, 2017 – Fire Association Clam Bake

Fiscal officer's Report

Likley makes a motion to pay the bills in the amount of \$11,352.36 as submitted; seconded by Schmidt. Roll call: Thombs – aye, Likley – aye, Schmidt- aye. The motion passes.

- ✓ Ohio Treasurer of State – \$307.50 – Audit fees
- ✓ Monthly Payroll included.

Fund Status - \$179,117.39 Checking Balance, \$150614.65 CD

Supplemental Appropriations – N/A

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

No Correspondence

Thombs makes a motion to accept resolution 2017-03 to establish blanket certificate/purchase order policy up to \$5000 but not in excess of the appropriation of the line item; seconded by Likley. Roll call: Schmidt – aye, Likley – aye, Thombs – aye. The motion passes.

Thombs makes a motion to accept resolution 2017-04 accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the Medina County Auditor; seconded by Likley. Roll call: Thombs – aye, Schmidt – aye, Likley – aye. The motion passes.

Schmidt makes a motion to adjourn at 6:58 PM; Likley seconded. All said aye.

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Respectfully submitted by:

Michelle A. English

Date approved: October 16, 2017


Trustee William Thombs, Chair

ABSENT
Trustee James Likley


Trustee Michael Schmidt