

Westfield Fire and Rescue District

Regular Meeting January 20, 2020

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

Comments from the floor

- N/A

Chief's Report

- Chief Fletcher reports that on Saturday, January 18th, WFRD received assistance moving to the new building. There were 8 residents and Cloverleaf students that assisted. The school provided a truck and a van with a trailer. Moving began at 8am and was completed by 1pm. Kevin Slife plowed the parking lot prior to the move. The training room, for 40 people, is completely set up. Data wire was delivered on Sunday, January 19th, and is approximately 80% installed at this time. Wi-Fi is installed. Chief Fletcher stated that they are still waiting on security locks and key fobs. They are looking into different phone service providers, AT&T or Verizon are being considered.
- Chief Fletcher spoke to Simmons Brothers today, January 20th, regarding the epoxy flooring invoice. Simmons Brothers will credit WFRD for the full amount of \$24,000. Due to union regulations WFRD must pay Simmons Brothers directly. Fiscal Officer (F.O.) Kurtz will forward the invoice as soon as it arrives. Net 30 days for payment.
- Signage on new building, Westfield Safety Services Building (WSSB), is of concern to some residents. Trustee Schmidt stated that the name WSSB was used on levy documentation from the beginning. The sign is ready but milder weather is necessary for proper installation. Paul, from Fast Signs, will be installing the sign. WFRD was quoted \$8,000.00 for lighting for the sign. Fast signs stated they can use alternate light sources that are less expensive. The less expensive lighting is installed in the ground and points upward. The main concern with this type of lighting is vegetation that may interfere. The quote for the alternate lighting is approximately \$2,000.00 or less.
- A Local Boy Scout troop has volunteered to help with the landscaping project at the WSSB.
- The Association will assist with furniture purchase at the WSSB.
- Training room service counter quote was received in the amount of \$2,000.00 (does not include installation). WFRD will install the cabinetry. Chief Fletcher stated that the training room cabinetry will match the kitchen cabinetry.

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- Flu shot discussion tabled.

Minutes to be approved

- *Schmidt makes a motion to accept the December 30, 2019 meeting minutes as submitted; seconded by Horner. Roll call: Schmidt – aye, Patterson – aye, Horner - aye.*
- *Schmidt offered an amendment to the January 6th, 2020 Fiscal Officer report. Correction to statement “Schmidt makes a motion to pay Rich Fletcher in the amount of \$434.21.” Should read “Schmidt makes a motion to pay Rich Fletcher in the amount of \$434.21 to pay Pilot Travel Center.” Schmidt makes a motion to approve amended minutes; seconded by Horner. Roll call: Horner-aye, Schmidt-aye, Patterson-aye.*

Fiscal officer’s Report

- Schmidt questioned the vendor *Glatfelter Specialty Benefits* totaling \$2,220.64. Chief Fletcher stated it is a critical illness insurance required by the state in order to receive grants. The same applies for vendor *VFIS* (Ohio Public Risk Ins of Ohio).

Schmidt makes a motion to authorize the payment of bills totaling \$10,782.66 as submitted; seconded by Horner. Roll call: Horner – aye, Patterson– aye, Schmidt – aye. The motion passes.

Fund Status

\$218,133.04 Fund Balance
\$101,082.85 Pooled Investments
\$117,050.19 Primary Checking

Supplemental Report

- \$246.00 to 1000-110-312-0000 Temporary Budget for Financial Audit (funds were not appropriated)

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- \$500.00 to 1000-230-400-0902 Temporary Budget for Squad Supplies (funds were not appropriated)

Note- Temporary Budget did not have appropriate lines for these items.

Correspondence

- A request was received from Job & Family Services for wage information for an employee. They are requesting wage information for August 2019-September 2019.
- Schmidt recommends that the finalized audit reports are reviewed prior to next meeting.
- A request was received to rent the WSSB for outside classes. It is preferred that the township hall would be used for the classes. Chief Fletcher will follow up with the individual requesting.
- 'Oath of Office for Emergency Responders' will be kept on file.
- A request to complete the Volunteer Firefighters Dependent Funds Certificate of Annual Election of Board Members was received. F.O. Kurtz will reference back to the January 6th meeting minutes for the requested information.

Old Business

- Flu shots discussion tabled
- 2020 Payroll rates and compensation for WFRD (attached)

Schmidt makes a motion to approve the 2020 payroll rates and compensation for WFRD as per attached; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye.

- Review of Chief Fletcher's contract. He is salary. More information was requested.

New Business

- Audit review

Announcements

- February 3rd, 2020 – WFRD Regular Meeting 6:30 PM

Horner makes a motion to adjourn at 7:09 PM; seconded by Patterson. Roll call: Horner-aye, Patterson-aye, Schmidt-aye.

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Respectfully submitted by:

Amy M. Banfield

Date approved: 2-17-20



Trustee Michael Schmidt, Chair



Trustee Craig Horner, Chair



Trustee Kent Patterson