

# Westfield Fire and Rescue District

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## Organizational/Special Meeting

January 4th, 2021

Guests- Terri Grimm, Carolyn Sims, Carol Rumburg

FO Kurtz commenced the WFRD Organizational meeting via Zoom on January 4th, 2021 at 6:31 pm.

***Roll call: Patterson-here, Schmidt- here, Horner- here. Meeting commenced.***

***Trustee Horner motions to nominate Trustee Schmidt as WFRD Chair; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Trustee Schmidt accepts nomination.***

***Trustee Schmidt motions to nominate Trustee Patterson as WFRD Vice-Chair; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Trustee Patterson accepts nomination.***

***Trustee Schmidt motions to commence Executive Session (E.S.) at 6:39pm to discuss contract negotiation for an employee; seconded by Patterson. E.S. commenced.***

***Trustee Schmidt motions to exit Executive Session (E.S.) at 6:49pm with no action taken; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye.***

### Employee Appointment and Wage

WFRD employees and salaries:

-Fire Chief	\$65,453.61 Annual Salary
-Assistant Chief	\$500.00 per Quarterly Payroll/Dan Grabowski
-Captain	\$400.00 per Quarterly Payroll/Adam Anderson
-Lieutenant	\$300.00 per Quarterly Payroll/Rich Patton
-Lieutenant	\$300.00 per Quarterly Payroll/Jeff Hall (effective January 28, 2021)
-Night Shift Rate	\$2.00 per hour
-On Call Rate	\$1.00 per hour
-Training Rate	\$10.00 per hour
-FT Daytime Staff	\$10.00 to \$18.50 per hour, depending on certifications

Current benefits: Life/Disability Insurance VFIS, Volunteer Fireman's Dependent Fund, Ohio Police & Fire Pension Fund.

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*Trustee Schmidt motions to accept current employee appointments and wages; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

Appointments For 2021 for Firefighters Dependents Fund:

*Trustee Schmidt motions to nominate Trustee Patterson as Legislative Authority; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Trustee Patterson accepts nomination.*

*Trustee Patterson motions to nominate Trustee Schmidt as Legislative Authority; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Trustee Schmidt accepts nomination.*

-Legislative Authority	Kent Patterson (Trustee)
-Legislative Authority	Michael Schmidt (Trustee)
-Board Member Elected by:	Rich Fletcher
-Fire Dept.	Kevin Rych
-Fire Dept.	Patty Zupanic
-Chairperson	Mike Schmidt (Trustee)
-Board Secretary	Melissa Kurtz, FO

*Trustee Schmidt motions to accept the Appointments for 2021 for Firefighters Dependents Fund; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

*Trustee Schmidt motions to accept Resolution 2021-01 to Participate in the Advance Real Estate Taxes for Collection in 2021; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

*Trustee Schmidt motions to maintain Resolution 2014-17 (the Open Sunshine Law) and Resolution 2014-18 (the Open Records and Mission Statement); seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

Dues and Fees Paid in (2020)

- Wayne Co. Fire & Rescue Assoc.	\$20.00
- Burnham & Flower HRA Fee paid per Qty.	\$157.00
- Medina Co. Emergency Mgmt	\$390.25
- Medina Co. Fire Chiefs Assoc.	\$100.00
- Ohio State Firefighters Assoc.	\$200.00
- Ohio Board of Pharmacy	\$443.50
- Ohio Fire Chiefs Assoc.	\$100.00
- Int'l Assoc. of Fire Chiefs	\$265.00

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- Medina Co. Fireman's Assoc.	\$129.00
- Volunteer FireFighters Depend. Fund	\$90.00
- Lexipol LLC	<u>\$1,025.05</u>
Totals	\$2,919.80

***Trustee Schmidt motions to pay Dues and Fees as per agenda; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.***

Assistant Fiscal Officer - Currently \$17.50 per hour (29 hours or less per week).

***Trustee Schmidt motions to keep current salary for Assistant Fiscal Officer; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.***

Travel Expenses (IRS \$0.56 per mile) All expenses for workshops, conferences etc. be paid by the individual wanting to attend. The Township will reimburse the individual for registration fee, overnight lodging, parking, mileage and \$40 per diem for meals with the proper documentation and receipts. The township cannot afford unnecessary expenses, especially when someone is unable to attend and monies have been spent up front that cannot be reimbursed.

***Trustee Schmidt motions to keep mileage reimbursement at \$0.56 per mile (per IRS) and allows for fluctuation based on the state reimbursement rate; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.***

Minutes to be approved

\_\_\_\_\_ December 21st, 2020- ***Trustee Schmidt motions to approve the minutes as presented; seconded by Patterson . Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

Chief's Report

-Chief Fletcher in attendance.

-Chief's Report- 27 total runs for the month of December. 20 were EMS, 5 fire, 2 MVAs. 19 runs were in the Township, 6 in the village, 1 in Lodi and 1 in Seville for 25 residents and 2 non-residents.

-Truck 162-1 is back in service. The air tank was replaced and Chief is awaiting the invoice.

-Chief noted that one of the calls that the WFRD received in December was an individual requiring resuscitation. Upon arriving at the home, the individual did not have a pulse. CPR was initiated by someone at the home as instructed by the 911 dispatcher until the crew arrived and were able to successfully resuscitate the individual and transport them to the local hospital.

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## Old Business

- None

## New Business

- None

## Announcements

- Next meeting will be Monday January 18th, 2021 at 6:30pm via Zoom.

## Fiscal Officer Report

- FO Kurtz in attendance.
- Revenue Status (See Attached)
- Appropriation Status (See Attached)
- Fund Status (See Attached)
  - Secondary Checking- \$102,184.29 (money market)
  - Primary Checking- \$128,327.83
  - Total Fund status- \$230,512.12
- Cash Summary by Fund (See Attached)
- Cash Flow Summary by Fund (See Attached)
- Receipt Listing (See Attached)
  - The Clara Weiss Fund is an annual donation check.
- Payment Listing- totals \$26,996.11 (See Attached)

***Trustee Schmidt motions to pay the bills totaling \$26,996.11; seconded by Schmidt. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.***

FO Kurtz stated that Chatham Twp currently utilizes electronic signatures to improve timely processing of payments. Trustee Schmidt asked FO Kurtz to reach out to the County Prosecutor's office for counsel. Will discuss it at the next meeting.

***Trustee Schmidt makes a motion to adjourn at 7:21pm; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Meeting adjourned.***

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*Respectfully submitted by:*

*Amy M. Banfield*

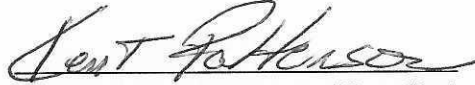
*Date approved:* 1-18-21

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*Trustee Michael Schmidt, Chair*



*Trustee Kent Patterson, Vice-Chair*



*Trustee Craig Horner, Board member*