

WESTFIELD FIRE AND RESCUE DISTRICT

Records Commission
Annual Meeting
December 29, 2014 @ 6:30pm

Trustee Likley called the meeting to order with Trustee Schmidt, Thombs and Fiscal Officer Zweifel present.

Assistant Prosecutor Bill Thorne also present.

Trustee Likley stated that the draft of the District Records Retention Schedule has been sent out to all for discussion.

Trustee Thombs asked about the listed time frames for these records and how they're determined.

The Ohio Historical Society sets many of the time frames and will reviews our schedule once it's completed. They have to approve the schedule.

Mr. Thorne stated that these time frames are established or recommended by the Historical Society if not by statute. Financial records are typically maintain until after an audit and a period thereafter. Permanent records are established for their historical value. With a new or revised Retention and Destruction Schedule once it has been approved by the Historical Society you can proceed with the scheduled destruction unless they specifically request notification.

It was identified that there are no records scheduled for destruction at this time.

Trustee Likley moved to adjourn, seconded by Trustee Thombs.
Roll call Unanimous.

Approved date JAN-5-2015

Attest Kathy Zweifel
Fiscal Officer Kathy Zweifel

James Likley
James Likley

William N Thombs
William Thombs

Michael Schmidt
Michael Schmidt

WESTFIELD FIRE AND RESCUE DISTRICT

Special Year End Meeting December 29, 2014

Trustee Likley called to order at 7:00 pm.

Roll call, Trustee Schmidt, Thombs and Likley present.

The Special meeting was called to finalize any end of the year bills to be paid and general business as needed.

Fiscal Officer Zweifel present bills to be paid at a total of \$3,995.43 this total does not include payroll. Payroll will be closed at our next meeting January 5.

Trustee Likley moved to pay the bills as submitted, Trustee Thombs seconded.

Roll call Unanimous.

Fiscal Officer Zweifel presented the Fund Status Report of \$137,360.31

Fiscal Officer present,

WFRD Resolution 2014-10 to Set Temporary Appropriations for Year 2015

Trustee Likley moved the adoption of the same, Trustee Schmidt seconded.

Roll Call; unanimous.

Trustee Likley moved that that all positions, appointments and pay be maintained through and until the organizational meeting on January 5.

The motion was seconded by Trustee Thombs.

Roll call unanimous.

Old business

Mr. Thorne was asked to be present to address the language that he prepared in the resolution regarding the "No Response" calls to the Lodi Fire and Rescue service area. Specifically the last paragraph and last sentence stating ... "will advise dispatch to cease automatically referring non-response calls by the Village of Lodi Fire Department to those departments."

This resolution once approved by this Board will be forward to the participating departments for their approval, when all have approved, the resolutions will be presented to Lodi Village Counsel.

Mr. Thorne stated that the language was implemented because without the consequences the resolution would do nothing. The proposed language provides for options to address the "No Response" issue. That if Lodi Village Counsel does not respond to this resolution the consequences are stated.

This is not about mutual aid but about providing a service to a community when they do not respond to a call and the associated cost of another community answering that call. Trustee Likley stated that previous efforts in 2011 were just Westfield Township and Lodi discussing this issue. While they stopped calling on WFRD the shift to other communities did happen. Our efforts this time brought the surrounding communities together.

It was discussed and approved that the time restriction to be established within the resolution would be (60) sixty days.

WESTFIELD FIRE AND RESCUE DISTRICT

Trustee Likley moved to approve WFRD Resolution 2014-11 Non-Response Calls.

Trustee Thombs seconded.

Roll call Unanimous.

Trustee Likley will forward a copy of the approved resolution to Lafayette Twp., Canaan Twp., Chatham Twp., Town and Country Fire District for their review and approval.

Fiscal Office Zweifel requested approval of supplemental appropriations \$1,500.00 From contingency to small tools for the purchase of the multi-gas detector equipment.

Trustee Likley moved to approve supplemental appropriation as requested by the Fiscal Officer of \$1,500.00.

Trustee Thombs seconded.

Roll call, unanimous.

Trustee Thombs requested Mr. Thorne to review ORC regarding fire districts and the ability to compensate board members and fiscal officer. Mr. Thorne will review and respond.

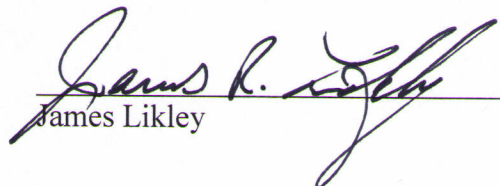
With no further business to come before this Board.

Trustee Likley moved to adjourn, seconded by Trustee Thombs. 7:45PM

Roll call unanimous.

Date approved JAN. 5, 2015

Attest Fiscal Officer Kathy Zweifel



James Likley

William Thombs

Michael Schmidt