

Westfield Fire and Rescue District

Organizational Meeting
January 4, 2016

Fiscal Officer Zweifel called the meeting to order at 6:00 PM. Roll call: Thombs- aye, Likley- aye, Schmidt- aye.

Zweifel asked for a nomination to be Chair of the WFRD.

Accept nomination for Chairman

Schmidt makes a motion to nominate Thombs to be Chair of the WFRD; seconded by Likley. Roll call: Likley-aye, Schmidt- aye, Thombs- aye. The motion passes.

Accept nomination for Vice-Chair

Likley makes a motion to nominate Schmidt for Vice-Chair of the WFRD: seconded by Thombs. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Appointment to Firefighters' Dependence Board

Thombs makes a motion to nominate Schmidt, Thombs, Chief Fletcher and 2 appointments from the WFRD to the Firefighters' Dependence Board; seconded by Likley.

Discussion: Likley stated the \$ 300.00 had been paid in 2015 and he did not know if the Township was in good standing. Zweifel will check into this.

Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Travel Expenses (IRS \$.54 per mile)

With Board of Trustees prior approval, all expenses for workshops etc. are paid by the individual wanting to attend. The district will reimburse the individual for registration, overnight lodging, parking, mileage and \$40.00 per diem for meals with proper documentation and receipts. (Policy adopted June 2011.)

Schmidt makes a motion to accept the Travel Expenses as stated; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Dues

Thombs makes a motion to authorize the District to pay all association dues for Chief, Officers and members with prior Board approval; seconded by Likley. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Minutes to be approved

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Likley makes a motion to accept the December 21, 2015 meeting minutes as submitted; seconded by Thombs. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Likley makes a motion to accept the Records Commission Meeting and Year-End Special Meeting Minutes on December 30, 2015 as submitted; seconded by Schmidt. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Motion to Maintain

Thombs makes a motion to maintain the WFRD Resolution 2014-06 Open Sunshine Law and WFRD Resolution 2014-07 Open Records and Mission Statement; seconded by Likley. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Thombs makes a motion to participate in the advancement of Real Estate Taxes for the first half of 2016 collection as per WFRD Resolution 2016-01; seconded by Likley. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Executive Session

Thombs makes a motion to go into Executive Session to discuss salaries and evaluations; seconded by Likley. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Thombs makes a motion to come out of Executive Session at 6:40 PM; seconded by Likley. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Chief's Performance, Evaluation, Goals and Salary Review

Thombs makes a motion to extend Chief Fletcher's contract by 2 year to August 15, 2018 and requires him to declare in writing by January 15, 2018 (8 month notice to the Board of Trustees) if he would like to continue for a third year as Chief; seconded by Likley.

Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Thombs makes a motion to provide a 3% bonus of \$1,830.00 including insurance and retirement funding, no salary increase.

Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Thombs would like to commend the Chief on his efforts and creating a positive atmosphere within the department and community.

Chief's Report

- Chief provided the Trustees with his 2015 Yearly Report
- Run Report- 21 total runs; 11 EMS, 4 fire, 4 MVA including 17 in township, 2 in Village, 1 in Seville and 1 in Wadsworth.

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- Toy and food Drive with Seville-Guilford was a great success. Area families in need were helped throughout the holidays with remaining gifts donated to Akron Children's Hospital
- State Fire Marshal Fire Safety Poster Contest has two state winners from the Cloverleaf Elementary Schools. The posters will be placed on the State Fire Marshal's website and will be used to create a 2017 calendar. The names are withheld until the winners are notified by a State Representative and will be officially presented with an award. Thombs would like to invite the winners to a Board Meeting and also present them with an award from the Chief and Trustees. The tentative date will be **2-1-16 at 6:00 PM.;**
- There are three members attending EMT- Basic class this month and one member (she is presently a nurse) is attending Paramedic Classes beginning this month.
- New EMS Coordinator at Lodi Community Hospital. Hugh Dodd will also be the guest speaker at our EMS continuing education class at the station on Monday.
- The Chief has checked into another company for accident and health insurance for WFRD members. Volunteer Firefighter Insurance Service (VFIS) is a division of Glatfelter Insurance Group. A comparable quote will be available later this week.
- **Truck update:** Pre-paint inspection will be around the 15th of January. Truck should be done the end of March. The company would like to take the truck to Indianapolis the third week of April to a conference. The company will compensate the township for the use of this truck and the rental. The Chief feels this builds a nice relationship with the dealership and the township will gain recognition. Likley would like Guilford to be made aware of any extended time needed for the rental.

Old Business

Record Retention, BMV and Provident Insurance on hold

Special Meeting -special WFRD meeting on January 18, 2016 @ 6:00 PM;

Fiscal Officer's Report- no bills or warrants at this time.

Schmidt makes a motion to adjourn @ 6:50 PM; seconded by Likley. All said aye.

Respectfully submitted by: Cheryl Porter, Zoning Secretary

Date approved: _____

Trustee William Thombs, Chairman

Trustee James Likley

Trustee Michael Schmidt