

Westfield Fire and Rescue District

Special Meeting
October 5th, 2020

Trustee Horner commenced the meeting via Zoom on October 5th, 2020 at 6:34 pm. Roll call: Patterson-here, Schmidt- here, Horner- here. Meeting commenced.

Guests- Carol Rumburg

Comments from the floor

- N/A

Chief's Report

-Chief Fletcher in attendance.

- Chief's Report- 45 total runs for the month of September. 30 were EMS, 11 fire and 4 MVAs. 34 runs were in the Township, 10 in the village and 1 in Seville for 40 residents and 5 non-residents.

-Trustee Schmidt would like Chief to report out how many runs occurred during daytime hours vs. night time hours.

- The Fire Association is working on updating their bi-laws. New officers are: President- Nick Everett, Vice President-Rich Patton, Secretary- Karen Martin and Treasurer- Brandy Crall. The next association meeting is October 19th and bi-laws will be voted on then.

-Trunk -or -Treat- Parking spaces will be available for residents in the parking lot of the WFRD. Every other parking spot will be used and PPE will be available as needed. They will advertise on FB, on our website and in the paper.

-Lieutenant Update- Rich Patton finished first and Jeff Hall finished second. Rich Patton will be promoted at the October 19th meeting. Jeff Hall may be promoted to Lieutenant as well in January of 2021 (still needing approval by the board of Trustees).

-Medina Hospital will provide flu shots free of charge to the WFRD staff. Medina hospital staff will bring the vaccines to the fire department on October 19th.

-Chief stated that other fire departments are utilizing CARES Act funds to staff their facilities on weekends and nights.

Westfield Fire and Rescue District

-The closed Chippewa Lake Fire Department building is going to be used by FEMA to store some of their emergency management equipment/vehicles.

Minutes to be approved

_____ September 21st, 2020- ***Trustee Horner makes a motion to approve the minutes as presented; seconded by Schmidt. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

Fiscal Officer Report

- FO Kurtz in attendance.
- Appropriation Status (See Attached)
- Fund Status (See Attached)
 - Secondary Checking- \$102,175.77 (money market)
 - Primary Checking- \$178,816.65
 - Total Fund status- \$280,992.42

-Adjusting Factor totals- \$10,919.29. FO Kurtz stated that this is for the Homestead roll-back deposit that was received from the state of Ohio.

- Payment Listing- totals \$23,325.90 (See Attached)
 - Schmidt questioned that payment to card services for \$730.16. FO Kurtz stated that this was for purchases at Walmart and Northern Tool & Equipment. A new battery operated chainsaw was purchased. Westfield Bank did not receive our September credit card payment, therefore, this payment is for two (2) months.

Trustee Horner makes a motion to pay the bills totaling \$23,325.90; seconded by Schmidt. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.

- Cash Summary by Fund (See Attached)
- Revenue Status (See Attached)
- Receipt Listing (See Attached)
 - Schmidt questioned the payment received from MMS and Primary. These are both for interest. CGS Administrators listings are payments received from Medicaid.

Correspondence

Westfield Fire and Rescue District

- CARES Act Sub-grant Agreement between Westfield Township and Westfield Fire and Rescue District needs signed by the board of Trustees.

Trustee Schmidt makes a motion to approve the CARES Act fund sub-grant agreement between Westfield Township and the Westfield Fire and Rescue District for assistance towards the purchase of SCBA equipment in the amount of \$22,668.62 (one-time installment); seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes. (See Attached)

- CARES Act Sub-grant Agreement between the Village of Westfield Center and the Westfield Fire and Rescue District needs signed by the board of Trustees. This will be tabled until the next meeting, October 19th, to give the Trustees time to review.

Old Business

- Pavilion Update- Tim Minnow has hired a licensed architect and should have the drawings to the building department soon. OUPS was out last week to check for utilities underground. Mr. Minnow should be starting this week. The location of the pavilion will be approximately 40 feet behind the fire building towards 224.

New Business

- Five (5)- year Business Plan- A work session will occur soon. They should have a rough draft by the end of November. Township resident, John Gladden, may be asked to sit on the committee.

Announcements

- Next meeting will be Monday October 19th at 6:30pm via Zoom.

Trustee Horner makes a motion to adjourn at 7:16pm; seconded by Schmidt. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Meeting adjourned.

Respectfully submitted by:

Amy M. Banfield

Westfield Fire and Rescue District

Date approved: 10/19/20



Trustee Craig Horner, Chair



Trustee Micheal Schmidt



Trustee Kent Patterson