

Westfield Township  
Special Meeting/Regarding Fire Contract  
October 15, 2013

Trustee Harris called the special meeting to negotiate the fire and rescue contract with Village of Westfield Center to order at 6:00 pm by asking for roll call.

Trustees present: James Likley, Gary Harris, Ronald Oiler, Fiscal Officer Sandra J. Tryon and Assistant Fiscal officer Martha Evans, Fire Chief Richard Fletcher, Assistant Prosecutor Wm. L. Thorne, Mayor Tom Horwedel (Village of Westfield Center), Councilwoman Pat Edington (Village of Westfield Center), and Mike Schmidt, resident.

Trustee Likley: The chief and assistant fiscal officer will present facts and figures so we can understand the financial status as to the request of the Village of Westfield Center's council to retain a full time fire chief and add one full time daytime staff position (this will be more than one person to fill the position as to keep one person's hours under 28 hours/week). We need to

*Please note all reports are attached to the minutes in the fiscal officer's office*

Ms. Evans presented several reports showing to date revenue collected (expecting \$32,125 from the Village for 4<sup>th</sup> quarter) and expenditures to date and projected carryover to 2014 of approximately \$162,000. Also included was what was left on the encumbered purchase orders on the township side from 2012 (\$6,792.43).

A proposed budget for 2014 was prepared by the fire chief with a small input from Ms. Evans. The estimated budget for 2014; \$519,650. The proposed appropriations: there was an allowance of 3% increase for the fire chief salary and \$24,000 budgeted for an 8 hour day/5 days a week/ 8am-4pm at an average of \$12/hour ( benefits such as Medicare and Social Security were also included in the proposal). General operation \$245,587 + \$150,000 to replace squad 167-2 leaving a balance to carryover to 2015 of \$124,000.

Trustee Likley: Asked the chief to explain how the \$12/hour was arrived at and if that would be consistent.

Chief Fletcher: Daytime staff would receive \$10/hour but when a call came in; the volunteer would be paid his rate of pay according to pay scale for the run. This could range from \$10-14 per hour depending on the volunteer's qualifications and type of run; therefore Chief Fletcher felt the \$12/hour is a good average. In this calculation no one person shall have more than 28 hours per week.

Trustee Oiler: Asked the chief if he had to go outside of our department would the rate would go up. Chief stated no because what he would offer will be the same as identified above. He wants to stay within the department but if he had to go outside he would want that person to be a part of this department, sworn in as a member and participate in Westfield Fire & Rescue training.

Trustee Likley: What qualifications would you be looking for if you had to go outside the department.

Chief: EMT basic certification for a squad run and fire fighter 1 if it was a fire run.

Trustee Likley: Would they be expected to attend training and be familiar with our equipment?

Chief: Yes. I want them to be a part of our department.

Trustee Likley: Do you see any additional training cost if we had to go outside our department.

Chief: No.

Trustee Oiler: Complimented the chief on his ability to apply for and receive grants

Trustee Likley explained that the board needed the above presentations to fully understand if the current funding would be sufficient to withstand the Villages request as well as the capability of putting aside funds for future capital improvement such as replacing the other squad, fire apparatus or a larger housing facility. The present facility is stuffed with no room for added or larger equipment. Trustee Likley stated he can now see that the district could afford to honor the Village's request of a full-time chief and an 8 hour a day; 5 days a week day-time staff. We understand that request and also want to provide the best service that we can afford and we must stay within our funding as we cannot supplement from our general fund any longer.

Trustee Oiler concurs with Trustee Likley's above statements. Trustee Oiler asked what would be our next purchase. Squad 5-6 years out, a grant is out there for an air truck this year. If the grant does not come through an air compressor at a cost of between \$25-35,000 that would be in the station; a brush truck (pick-up truck) with a slide in pump/tank about \$35,000 (wants to have a vehicle with multiple uses) and an enclosed trailer for air tanks at a cost of approximately \$10,000.

Mayor: Always a pleasure to sit in on the district's meeting.

Likley: I understand the most recent concern. I need to address #12 of the contract. If a construction levy was passed by the township voters would that be added to the Village's contribution to the district funds? And if not, it should.

Pat: right now we are comfortable just writing a check 4 times a year for fire and rescue service. We do not now buy any equipment other than what the district can buy with our contribution.

Mayor: We are very comfortable in writing a check quarterly.

Pat: 2 different levies I would have a question about. 1 levy I understand.

Likley: Legitimate concern. Right now we have a 5,800 sq. foot fire station. The newer stations that have been built in Medina County recently is 12,-15000 sq. feet. We had to alter our structure to get the last fire apparatus in.

A lengthy discussion occurred with the #12 paragraph.

CONTRACT BETWEEN VILLAGE OF WESTFIELD CENTER AND WESTFIELD FIRE & RESCUE DISTRICT

- Indefinite term
- FULL TIME FIRE CHIEF AND 8 HOUR/DAY 5 DAYS/WEEK 8AM-4PM DAY TIME STAFFING
- Item #12 in the contract is to be discussed first with Village of Westfield Center Council.

Schmidt: Who owns the present fire station building?

Trustee Likley: Village and Township share equally. The fire district cannot build a fire house on township property. Thorne: You could lease the building to the fire district but the district cannot build a building on a piece of property it does not own.

Trustee Likley will go to Village council meeting Nov 6<sup>th</sup>. Appreciate Chief Fletcher and Ms. Evans for their efforts. We are financially sound.

We appreciate Mayor Horwedel and Pat Edington who came out for the discussion this evening.

Trustee Likley: What about the lease agreement? Bill Thorne: This hasn't been discussed yet. Trustee Likley: In 2014 we will work on lease agreement.

Sandra Tryon presented Resolution 2013-04 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR for the fire district. It cannot be addressed tonight due to the fact the meeting tonight was the township trustees special meeting for the purpose of the fire contract. It will be advertised as a special fire district meeting for the purpose of addressing budgetary resolutions Monday 10-21-13 at 7 pm before the township trustees meeting. Trustee Likley asked that any special meeting be advertised with a purpose and add general business.

**Trustee Harris moved to adjourn at 8 pm, seconded by Trustee Oiler. Unanimous**

Approved Nov. 4, 2013