

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, January 12, 2017 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in a Regular Session on
Thursday, January 12, 2017 - 7:00p.m. at Navarre Village Hall with
Trustee Benson, Trustee Urbach, and Trustee Savage present
Absent : Trustee Bixler and Trustee Feucht
Also in Attendance:
Fire Chief - Richard Annen, Fiscal Officer - Chauntelle Skirtich,
Fire Inspector – Ryan Shanower

Trustee Urbach called the meeting to order at 7:00 p.m.

REGULAR MEETING MINUTES

Mr. Savage made a motion to approve the Minutes of the Regular meeting on November 3, 2016 as distributed, seconded by Mr. Benson. Voting YES – Mr. Urbach, Mr. Benson, and Mr. Savage

Trustee Bixler arrived at 7:06 pm

PUBLIC SPEAKS:

No Public Speaks

CHAIRMAN:

Ryan Shanower informed the Board that he has performed inspections on all of the restaurants in the Village of Navarre and will be starting inspections on the churches in the Village.

FIRE CHIEF:

Mr. Bixler made a motion to remove Raquel West from the department roster due to failure to respond to calls. Motion seconded by Mr. Benson. Voting – YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Benson made a motion to waive the 6 mile distance requirement for FF/Medic/EMS Liaison Alex Menges. Motion seconded by Mr. Bixler. Voting – YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Benson made a motion to approve pay rate modifications effective March 1, 2017 per exhibit 'A'. Motion seconded by Mr. Savage. Voting – YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Savage made a motion to approve that T.J. Rombach and Ryan Shanower attend the Fire Safety Inspector Continuing Education Update Class, Feb 21-24 at the Ohio Fire Academy in Columbus Ohio at a cost not to exceed \$600.00. Motion seconded by Mr. Benson. Voting – YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Benson made a motion to purchase 3 computers at a total cost not to exceed \$2,500.00. Motion seconded by Mr. Savage. Voting – YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Savage made a motion to donate 2 Scott Air Tanks to Stark county SWAT team. Motion seconded by Mr. Benson. Voting – YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Discussion RE:

- Update on Calls for December 2016
- Chief's Report for 2016 – Exhibit 'B'
- Need for First Responder Available on-call schedule

FISCAL OFFICER:

Mr. Benson made a motion to appoint Trustees Jim Urbach and James Savage as the Board representatives on the Volunteer Fire Fighters' Dependents Fund, motion seconded by Mr. Savage.

Voting YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Discussion: Other members to the Volunteer Fire Fighters' Dependency Board are: Tom Bragg and Mike Cupples – Representing Fire Department – 5th member elected by Urbach, Savage, Bragg and Cupples is Village of Navarre resident Daniel Skirtich

Mr. Savage made a motion to approve and sign the November 2016 bank reconciliation

motion seconded by Mr. Urbach. Voting YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Benson made a motion to approve opening a Then and Now PO to Vehicle Solutions for \$7,517.00 for purchase of 20 Motorola pagers, chargers and batteries. motion seconded by Mr. Savage.

Voting YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Savage made a motion to approve Opening the following PO's

\$ 15,000.00 = Whitaker-Myers – General & EMS Fund

\$ 6,600.00 = SuperFleet – General & EMS Fund

\$ 5,000.00 = All-American Fire Equipment – General Fund

\$ 1,250.00 = Treasurer State of Ohio (UAN) – General & EMS Fund

\$ 750.00 = Kimble – General Fund

motion seconded by Mr. Benson. Voting YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Mr. Savage made a motion to approve bills of \$15,206.67 paid as presented. Motion seconded by Mr. Urbach

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, and Mr. Savage

Mr. Bixler made a motion to approve payroll of \$16,561.95 paid as presented. Motion seconded by Mr. Savage.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr. and Mr. Savage

Discussion RE:

- Update on Deposits
- Financial Reports available for review –provided in digital format to Board

PUBLIC SPEAKS:

No public speakers at this time.

TRUSTEES:

ADJOURN:

No further business coming before the Board, Mr. Savage made a motion to adjourn at 8:00p.m., seconded by Mr. Benson. Voting YES – Mr. Urbach, Mr. Benson, Mr. Bixler, and Mr. Savage

Chauntelle Skirtich
Chauntelle Skirtich, Fiscal Officer

James Urbach
James Urbach, Chairman

James S. Savage
James Savage, Vice Chairman

Robert L. Benson
Robert Benson, Trustee

Bryan Bixler
Bryan Bixler, Trustee

Absent
Ron Feucht, Trustee

Stipend Pay	Monthly
Chief	\$600
Asst. Chief	\$250
Captain	\$100
Lieutenant	\$25
EMS Officer	\$100
FPB	\$25

Hourly Pay	
EMS Calls	
Medic and Advance	\$11.50
EMT	\$10.50
FF	\$9.50

Fire, PS, Special Calls

Everyone	\$8.50
First Responder pay	\$21.00 - per sign Block NOT HR RATE-

Hourly Change - First Pay in April

1-12-17

Jan 12, 2017
Exhibit B
Pg 1



Erie Valley Fire & Rescue

34 S. Main St. Navarre Ohio 44662

ERIE VALLEY FIRE AND RESCUE FIRE CHIEF REPORT TO THE BOARD FOR THE YEAR 2016

This is my report to the Navarre-Bethlehem Joint Fire District for the year of 2016
The department started operation as the new joint fire district on Jan 1, 2016

Run Totals for the year

Total call 654: Total runs in Navarre 271, Total runs in Bethlehem 330 53 Mutual aid calls

Run breakdown:	Navarre Transports 167	Bethlehem Transports 211
	Navarre Refusals 25	Bethlehem Refusals 43
	Navarre EMS-PS 45	Bethlehem EMS-PS 30
	Navarre Fire Runs 12	Bethlehem Fire Runs 17
	Navarre Fire PS 22	Bethlehem Fire PS 29
	Mutual aid Squad 21	Mutual Fire 32

We received 8 EMS mutual aids and 3 fire mutual aids

Total fire loss for the years 2016	Buildings \$141,500	Contents \$96,500
Fire loss for Navarre Village	Buildings \$ 1,000	Contents \$18,000
Fire Loss for Bethlehem Twp	Buildings \$140,500	Contents \$78,500

1-12-17

Fire Personnel

The department started manning a day EMS crew on January 2, 2016. This crew responded to 294 day time runs. We had 3925 off duty personnel respond back to the station for calls. This is an average of six (6) people for a call. The department fire training hours for the year was 1,360 man hours. We had monthly EMS Continuing Education for help with the state requirements for EMS certifications.

We had three members complete their EMT-Basic class and pass the state testing. We have four members in a class that should test in January, 2017. We have one member in the current Paramedic class and will be complete by January, 2018. One member completed their Firefighter 2 training and passed the state test.

Five department personnel receive American Heart Association CPR and First Aid instructor cards. These members have set up training programs in the District. The main training program is at the Towpath YMCA.

One member received their State Fire Safety and Inspection card. This gives us two people to create a Fire Prevention Bureau. This program was started to help businesses in the District.

Fire Equipment

All equipment is up to date on service. All pumps have been tested per NFPA. Capt. Bilxer maintains the minor repairs on all trucks and schedules the major work with the proper service center.

With the passing of the levy, we need to look at all equipment, as we have many duplicate items and some duplication could be sold and the money used to update other equipment.

The medical equipment is up to date on service. Paramedic Alex Menges is in charge of the medical equipment and supplies. He handles the drug exchange, iPad state reporting, and the daily crew reports

2016 Highlights

We took two departments that had a long history and brought them together to make one very strong Fire and Rescue Department for the community.

Over the last few years, both departments have turned over a lot of call volume to other departments and services. This year we only had one call that we did not answer.

We have establish a strong training program for both Fire and EMS .

Had a strong showing of love for each other and the fire family during times of need.

The future for the Department

New Policy manual in early 2017

Reducing the extra equipment and buying new equipment to serve the future

Having more detailed training on both Fire and EMS

Have Erie Valley Fire personnel working with Canton Twp Fire and other fire departments on joint fire trainings.

Looking to increase staffing times

Thank You,

Chief Rick Annen

Erie Valley Fire & Rescue

Navarre-Bethlehem Joint Fire District