

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, APRIL 7, 2016 – 6:00pm**

The Navarre-Bethlehem Joint Fire District met in a Regular Session on
Thursday, April 7, 2016 - 6:00p.m. at Navarre Village Hall with
Trustee Benson, Trustee Urbach, Trustee Kirby, Trustee Feucht, and Trustee Bixler present

Also in Attendance:

Fiscal Officer - Chauntelle Skirtich
Erie Valley Asst. Chief – Tom Bragg
Erie Valley Asst. Chief – Mike Cupples

Chairman Benson called the meeting to order at 6:08 p.m.

REGULAR MEETING MINUTES

Mr. Feucht made a motion to approve the Minutes of the Regular meeting on March 24, 2016 with a correction to the spelling of Attorney Seeburger's name as requested by Mr. Benson, seconded by Mr. Bixler.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

PUBLIC SPEAKS:

No Public Speaks

FIRE CHIEF:

Mr. Urbach made a motion to approve the Fire Chief sign the Service Plan from Physio Control for on-site Comprehensive Coverage of 4 LifePak 12 Defibrillator/Monitors at the quoted price of \$10,888.00 seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Feucht made a motion to approve the purchase of a gas dryer for the Ohio Station at a cost not to exceed \$450.00 seconded by Mr. Kirby. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Feucht made a motion to approve the evaluation of a heating unit at the Ohio Station by Fry Heating and Cooling at a cost not to exceed \$65.00 seconded by Mr. Kirby. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Discussion RE:

- Vehicle Maintenance – schedules - costs

Mr. Kirby made a motion to approve pump testing of up to 4 vehicles to be performed by All-American Fire Equipment at a cost not to exceed \$800.00 seconded by Mr. Feucht. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Kirby made a motion to send Rescue 1 to All-American Fire Equipment for preventative maintenance seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Feucht made a motion to Approve Opening the following 3 PO's

\$10,888.00 = Physio-Control

\$ 450.00 = Home Appliance

\$ 3,500.00 = All-American Fire and Rescue

seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Discussion RE:

- Report of calls and runs

FISCAL OFFICER:

Discussion/Presentation of Reports:

- Revenue Report - UAN
- Appropriation Report - UAN
- Conversion/SetUp year to date required for UAN
- PNC Business Options Card approved – cards arriving soon
- Fiscal Officer 'attended' online payroll training via UAN system on April 2, 2016

Mr. Bixler made a motion to approve bills of \$8,009.02 paid as presented. Motion seconded by Mr. Urbach. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr. Feucht and Mr. Kirby

Mr. Kirby made a motion to approve the Fiscal Officer use the District PNC Business Options card to pay all recurring utility/monthly accounts with the detailed amounts to be presented upon payment of credit card bill monthly motion seconded by Mr. Urbach.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Bixler made a motion to approve the Fiscal Officer make payroll payments online when due, including Federal (EFTPS) includes Medicare and Social Security liabilities, State (Ohio Business Gateway) as well, motion seconded by Mr. Urbach.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Urbach made a motion to approve Revenue and Appropriation Line items as presented and approve Fiscal Officer to make appropriate adjustments in the UAN system based on year to date receipts and expenditures, motion seconded by Mr. Kirby.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Mr. Urbach made a motion to approve Opening the following 4 PO's:

\$17,399.28 = L.O.G.I.C – RedCenter
\$10,000.00= Ohio Billing
\$16,587.00= Whitaker-Myers
\$ 5,000.00 = SuperFleet

Opening the following 7 General Fund BC's:

\$ 1,000.00 = Small Tools and Minor Equipment
\$ 1,000.00 = Small Tools and Minor Equipment
\$ 5,000.00 = Other Expenses
\$ 1,500.00 = Telephone
\$ 1,200.00 = Electric
\$ 500.00 = Natural Gas
\$ 1,000.00 = Other Utilities

Opening the following 2 EMS Fund BC's:

\$ 3,000.00 = Other – Supplies and Materials
\$ 5,000.00 = Other Expenses

motion seconded by Mr. Kirby.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

Discussion RE:

- Levy values
- Getting levy information to residents

Mr. Benson made a motion to approve **Resolution # 2016 – 2**

A Resolution requesting the Stark County Auditor certify to the Navarre-Bethlehem Joint Fire District the valuation of the Taxable Real Estate within the District's Boundaries and the probable funds that would be raised by a 3.5 mil Levy over a 5 year term (being tax years 2016 through 2020 payable 2017 through 2021), motion seconded by Mr. Feucht.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr Feucht and Mr. Kirby

PUBLIC SPEAKS:

No public speakers at this time.

TRUSTEES:

Chairman Benson presented information about the Bethlehem Township Bicentennial celebration in coordination with the Navarre Historical Society.

ADJOURN:

No further business coming before the Board, Mr. Feucht made a motion to adjourn at 8:06 p.m., seconded by Mr. Urbach.

Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr. Feucht and Mr. Kirby

Chauntelle Skirtich
Chauntelle Skirtich, Fiscal Officer

Robert L. Benson
Robert Benson, Chairman

James Urbach
James Urbach, Vice Chairman

Bryan Bixler
Bryan Bixler, Trustee

Absent - ~~April~~ May 3, 2016
Ron Feucht, Trustee

Scott Kirby
Scott Kirby, Trustee