

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

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

Also in Attendance:

Erie Valley Fire and Rescue - Chief Rick Annen
Fiscal Officer - Chauntelle Skirtich
Village of Navarre Solicitor - Attorney Terry Seeberger
Joel Bender – Whitaker/Myers Group

Chairman Benson called the meeting to order at 6:05 p.m.

REGULAR MEETING MINUTES

Mr. Urbach made a motion to approve the Minutes of the Regular meeting on December 3, 2015, seconded by Mr. Kirby.

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

PUBLIC SPEAKS:

No public speakers at this time.

CHAIRMAN:

Mr. Feucht made a motion to approve Resolution 2016-1 – A Resolution Accepting the Legal Services of Stark County Prosecutor John Ferrero’s office as the Boards Legal Advisor, seconded by Mr. Bixler.

Roll Call Vote:	Mr. Benson	YES
	Mr. Urbach	YES
	Mr. Bixler	YES
	Mr. Feucht	YES
	Mr. Kirby	YES

FIRE CHIEF:

Mr. Bixler made a motion to approve the use of Bethlehem Fire and Rescue and Village of Navarre FIN #'s for state reporting through March 31, 2016, seconded by Mr. Urbach.

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

Mr. Feucht made a motion to approve using the presented Job Application, Applicant Release, Ethics Law Acknowledgement and Fraud Reporting Acknowledgement for personnel hiring, seconded by Mr. Bixler.

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

Mr. Bixler made a motion to approve the use of Erie Valley Fire and Rescue Operations Manual as presented, seconded by Mr. Urbach.

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

Executive Session was not needed at this time.

Mr. Bixler made a motion to approve the Fire Chief appointing Cadet firefighter on an unpaid probationary basis between Board meetings if they already have their firefighter card, seconded by Mr. Urbach.

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

Mr. Bixler made a motion to approve \$10,000.00 to be used for training, so that all staff has FF1 and EMT- Basic certification, seconded by Mr. Urbach.

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

Mr. Feucht made a motion to approve using Ohio Billing Inc. as the District billing agent with changes as recommended by Attorney Seeberger to the ‘Services Agreement’ as presented, seconded by Mr. Bixler. **

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

Mr. Urbach made a motion to approve using Ohio Billing Inc. as the District billing agent with changes as recommended by Attorney Seeberger to the ‘Business Associate Agreement’ as presented, seconded by Mr. Bixler. **

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

**Fiscal Officer to notify Ohio Billing of requested changes and have updated agreements for next meeting.

Discussion regarding billing led to recommendation of creating an ‘Account Review Committee’

Mr. Feucht made a motion to appoint Member Kirby as the Chairman of said ‘Account Review Committee’, seconded by Mr. Bixler.

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

Mr. Feucht made a motion to appoint Members Bixler and Urbach as the members of said ‘Account Review Committee’, seconded by Mr. Benson.

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

FISCAL OFFICER:

Mr. Feucht made a motion to move forward with obtaining UAN as the accounting software to be used by the District by the Board signing the consent on the 'UAN User Agreement' as presented, motion seconded by Mr. Bixler.

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

Mr. Feucht made a motion to use Pat Corregan for the District's networking needs at the Canal Station, motion seconded by Mr. Bixler.

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

Mr. Kirby made a motion to approve PNC Bank as the public depository for the District, motion seconded by Mr. Urbach.

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

Mr. Bixler made a motion to require 3 signatures on all checks, the Fiscal Officer AND any 2 Board members, seconded by Mr. Feucht.

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

Mr. Bixler made a motion to approve Whitaker/Myers as the bonding agent for the Fiscal Officer bond in the amount of \$50,000.00, seconded by Mr. Urbach.

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

Mr. Bixler made a motion to purchase insurance as proposed by Whitaker/Myers, from VFIS for the District with the Board to consider a revised policy effective April 1, 2016 when all operations are combined, motion seconded by Mr. Feucht.

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

Mr. Bixler made a motion to approve the meeting schedule as presented with the February dates corrected, seconded by Mr. Feucht.

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

Discussion regarding Levy values and deadlines for having an issue on the November 2016 ballot.

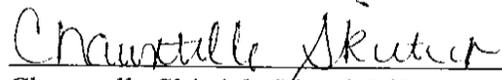
PUBLIC SPEAKS:

No public speakers at this time.

ADJOURN:

No further business coming before the Board, Mr. Urbach made a motion to adjourn at 8:30 p.m., seconded by Mr. Kirby.

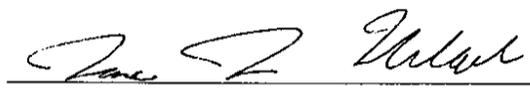
Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, Mr. Feucht, and Mr. Kirby



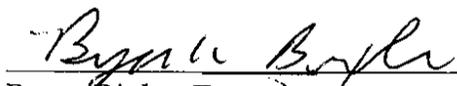
Chauntelle Skirtich, Fiscal Officer



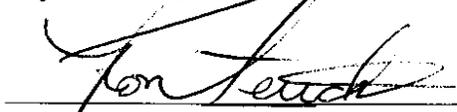
Robert Benson, Chairman



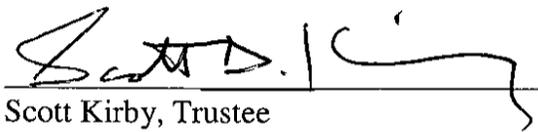
James Urbach, Vice Chairman



Bryan Bixler, Trustee



Ron Feucht, Trustee



Scott Kirby, Trustee