

**MINUTES OF THE REGULAR MEETING OF  
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT  
HELD THURSDAY, May 5, 2016 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in a Regular Session on  
Thursday, May 5, 2016 - 7:00p.m. at Navarre Village Hall with  
Trustee Benson, Trustee Urbach, Trustee Kirby, and Trustee Bixler present

Also in Attendance:

Fiscal Officer - Chauntelle Skirtich  
Erie Valley Asst. Chief – Tom Bragg  
Erie Valley Asst. Chief – Mike Cupples  
Firefighter/EMT – Amy Cupples  
Firefighter/Medic – Shyloah Rogers

Absent:

Trustee Bixler  
Trustee Feucht

Chairman Benson called the meeting to order at 7:00 p.m.

**REGULAR MEETING MINUTES**

Mr. Urbach made a motion to approve the Minutes of the Regular meeting on April 7, 2016 as distributed, seconded by Mr. Kirby.

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

**PUBLIC SPEAKS:**

No Public Speaks

**FIRE CHIEF:**

Mr. Kirby made a motion to add Ben Miller Firefighter/EMT as a 6 month probationary member, seconded by Mr. Urbach. Voting YES – Mr. Benson, Mr. Urbach, and Mr. Kirby

Mr. Kirby made a motion to add Kris Moll Firefighter as a 6 month probationary member, seconded by Mr. Urbach. Voting YES – Mr. Benson, Mr. Urbach, and Mr. Kirby

Trustee Bixler arrived at 7:03pm

Mr. Kirby made a motion to terminate Maranda Smallwood from her 6 month probationary period, seconded by Mr. Urbach. Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler and Mr. Kirby

**Discussion RE:**

- Answering approximately 50 calls per month
- Fire at Sherman Church trailer park
- ISO Report – Upgraded from 59 to 48B – feels we can get up to 3 in the Village and an 8 in the Township with a few minor changes within next 12 to 18 months – will translate into Insurance savings for residents
- Various members have recently attended multiple trainings including : Silo and Oil Field
- 2 Members interested in attending Medic program – they are getting prices for 2 different programs (Summa and Stark State)
- Trustee Urbach requested a property list for Bethlehem Township owned property and equipment from Fire Chief to be completed in a timely manner
- District Fire Fighter Association Golf Outing – Aug. 28, 2016 – Elms Golf Club

**FISCAL OFFICER:**

Mr. Urbach made a motion to approve bills of \$16,559.99 paid as presented. Motion seconded by Mr. Bixler.  
Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, and Mr. Kirby

Mr. Urbach made a motion to approve payroll of \$14,526.88 paid as presented. Motion seconded by Mr. Bixler.  
Voting YES – Mr. Benson, Mr. Urbach, Mr. Bixler, and Mr. Kirby

Mr. Kirby made a motion to approve Opening 1 General Fund PO:

\$640.00 = Village of Navarre(Water and Sewer)

motion seconded by Mr. Bixler.

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

Mr. Urbach made a motion to approve Opening 1 General Fund BC:

\$200.00 = Office Supplies

motion seconded by Mr. Kirby.

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

**Discussion RE:**

- Update on Deposits
- Financial Reports available for review – will be provided in digital format to Board from now on
- Received Certificate of Estimated Property Tax Revenue - Stark County Prosecutors office is working on ballot language for November levy
- Payroll module was activated on UAN software
- Thank you and donation were received from Brenda Thompson

**PUBLIC SPEAKS:**

No public speakers at this time.

**TRUSTEES:**

Mr. Urbach made a motion to approve changing the meeting time to 7:00pm starting with the June 2, 2016 meeting. Motion seconded by Mr. Bixler.

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

Voting NO – Mr. Kirby

Mr. Kirby made a motion to approve repair of heater at Ohio Street station by Fry Heating and Cooling, motion seconded by Mr. Urbach.

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

**Discussion RE:**

- Preventative Maintenance for vehicles – needs to be maintained for ISO rating – Fire Chief will create a policy to maintain compliance
- Deferred Compensation Program availability for district members
- Trustee Urbach thanked Amy Cupples for her help in getting flyers done for the Golf Scramble

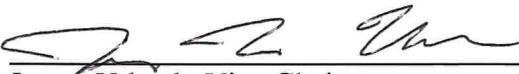
**ADJOURN:**

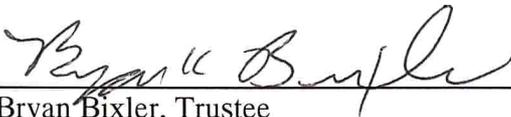
No further business coming before the Board, Mr. Urbach made a motion to adjourn at 7:32 p.m., seconded by Mr. Kirby.

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

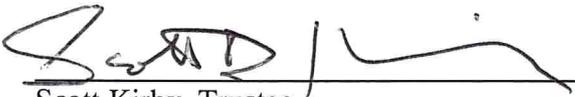
  
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Chauntelle Skirtich, Fiscal Officer

  
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Robert Benson, Chairman

  
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James Urbach, Vice Chairman

  
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Bryan Bixler, Trustee

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Ron Feucht, Trustee

  
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Scott Kirby, Trustee