
**RECORD OF PROCEEDINGS
MADISON FIRE DISTRICT BOARD OF TRUSTEES
REGULAR SESSION**

04-21-21

CALL TO ORDER ONLINE @ 7:00 pm

ROLL CALL:

x Mr. Adams	x Mr. Lee	x Chief Tod Baker
x Mr. Anderson	- Mr. Vest (other commitment)	x Joanne Clapp
x Mr. Gauntner	x Mr. Wayman	x Stacy Dame

REGULAR SESSION

APPROVAL OF MINUTES

Motion to approve the 03-17-21 Regular Session minutes as presented
by: Mr. Gauntner

Seconded by: Mr. Wayman

ROLL CALL: All ayes

BILLS & PAYROLL - March 2021

Bills (\$110,926.26), Tax Collection Fee (\$34,837.75) and Payroll (\$143,146.29) for a total of \$288,910.30 are motioned for acceptance and payment.

Joanne Clapp, Fiscal Officer, reported that the Bi-annual Dispatch payment in the amount of \$56,893.24 was paid in March.

Motion to approve bills and payroll as presented by: Mr. Wayman

Seconded by: Mr. Adams

ROLL CALL: All ayes

FINANCIAL REPORT - March 2021 - Joanne Clapp summarized the March 2021 Revenue and Expenditures (Fund Summary Report).

Per Ms. Clapp's suggestion, a motion was made to schedule the 2022 Public Budget Hearing on May 19, 2021 at 7:00pm to be immediately followed by the May Regular Session.

Motion by: Mr. Gauntner

Seconded by: Mr. Lee

ROLL CALL: All ayes

OPENING PUBLIC PORTION - None to Report. _____

LEGAL COUNSEL - None to Report.

COMMITTEE REPORTS - None to Report.

St. #2 Renovation and Addition Project - Chief Baker stated that he forwarded information from CT Consultants to the Board earlier in the week for their review. He also reported that he spoke today to Andrew Torowski, Project Manager, who indicated that the Electrical and Mechanical Engineers are just beginning the project and it was CT Consultant's hope that they would have the Bidding Information/Architect Estimates ready for the May meeting. Chief Baker commented that that puts us about a month behind our submitted schedule and asked if the Board wanted him to see if CT could send this information earlier so we don't lose valuable time on the project, even if it means calling a Special Meeting prior to the May meeting to pass a resolution to adopt a bid. Chief Baker and Mr. Gaunter agreed to get in touch with CT and encourage them to stay within the timeline the District provided.

Administrative Assistant Position - Chief Baker reported that Stacy Dame reviewed the Administrative Assistant posting which was placed on the District's Facebook and within 48 hours we received (16) applications/candidates for the position. He stated that it is his goal to hire a replacement in a timely manner that will facilitate an adequate overlap with Ms. Brass' retirement date of July 1, 2021 to orient and train the new employee. Another goal is to have the new hire on board in time to allow him/her to participate/shadow at the May Board meeting and to fill Ms. Brass' role at the June meeting. Chief Baker reported that he would like to schedule interviews this week for next week and asked board members if any of them would like to participate in the interview process. By Board consensus, Chief Baker, Captain Meister and Captain Sopko are authorized to handle the interview and selection process and make a recommendation to the Board once a successful candidate has been identified. Chief Baker commented that it may be possible to have a recommendation by the Special Meeting for CT, if scheduled, which will allow the new Administrative Assistant to attend the May Board meeting.

NEW BUSINESS

Resolution #21-12 UAN Laptop Donation:

This resolution accepts a donation from the Auditor of State of a Dell Laptop Computer.

Motion by: Mr. Wayman

Seconded by: Mr. Gauntner

ROLL CALL: All ayes

Resolution #21-13 Potti Masonry - St. #3 Concrete Replacement:

This resolution authorizes the Madison Fire District to accept the proposal of Potti Masonry, Inc. for concrete driveway replacement and performance of the work proposed in Exhibit A in an amount not to exceed Twenty Three Thousand, Eight Hundred Dollars and Zero Cents (\$23,800), and authorizes payments provided therein.

Motion by: Mr. Gauntner

Seconded by: Mr. Wayman

Chief Baker reported, for the record, that this project has been ongoing since last fall and that he did reach out to four other vendors. Mr. Potti was the only contractor to come out and look at the

driveway. He also reported that he reached out to Rob Wilson with Sidley's who examined the concrete, researched the batch information and stated that the only difference in the concrete at the end of the driveway from the rest of the parking lot is that it was mixed to harden in a 24 hour period to expedite usage. Mr. Wilson saw no other indication of variations so Sidley's was not willing to do anything to rectify.

ROLL CALL: All ayes

Inspection Fees - Mr. Wayman commented that a local church has requested an explanation as to why they are being charged for annual inspections. In Mr. Wayman's opinion, the District should not be charging churches because they are non-profit organizations and they serve the community. He requested that the Board consider waiving the inspection fees for churches.

Chief Baker commented that he does not have a problem with waiving fees for churches if the Board so desires and reminded the Board that we have already waived re-inspection fees if violations are corrected in a timely manner (30 days). However, the program was initiated to be self-funding and break-even within the budget. As we continue to make concessions on areas of revenue, it does impact the budget and we need to watch that our revenue matches our expenses. Chief Baker commented that there are no budget concerns at this time, but we must keep the budget in mind when modifying inspection fees.

CHIEF'S REPORT - April 2021 - Chief Tod Baker:

Staff anniversaries for April include FF Nick Kohr and FF Mike Maskal with 11 years, and FF Margaret Lalka with 4 years.

Chief Baker reported that staffing has improved and that there is only 1 overtime shift in the current 28-day cycle due to the new full time hires. It is early in the first quarter, but the tax revenue looks good and we are within .1% in EMS billing - (271 runs in March). Vehicles are in good condition.

COVID numbers have increased in Madison, however our crew involvement with transporting COVID patients has dropped significantly (1 per week).

Mr. Anderson inquired how the new full timers are working out and Chief Baker reported that they are doing a good job and staffing has stabilized for the most part.

Mr. Wayman inquired about the new Fire Truck. Chief Baker reported that the new engine is performing well. It is currently in for some minor Cummins warranty work in Walton Hills, Ohio (head gasket, valve cover gasket, cracked radiator cap). Per Captain Sopko, the engine will return to the District on April 22, 2021.

Mr. Adams inquired about the two new squads. Chief Baker reported that the only issue we have had with these ambulances is that we had to replace the camber bushings and front tires because the front of the vehicle is lighter than the back. For what we paid, we have gotten good service out of them.

CLOSING PUBLIC PORTION -None to Report.

CLOSING BOARD COMMENTS - Mr. Wayman commented that his cell phone will be out of order for the next 2 - 5 days.

Mr. Anderson reminded everyone of the 2022 Budget Public Hearing on May 19, 2021 at 7:00pm with the May Regular Session immediately to follow. A motion was made to meet in person in the St. #3 Training Center at 840 River Street, Madison, Ohio.

Motion by: Mr. Gauntner Seconded by: Mr. Wayman ROLL CALL: All ayes

Motion to adjourn Regular Session @ 7:36pm by: Mr. Gauntner
Seconded by: Mr. Wayman ROLL CALL: All ayes

Joanne Clapp, Fiscal Officer

Max Anderson, Jr. Chairman