

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

04-16-2025

CALL TO ORDER @ 1901 hours.

<u>ROLL CALL:</u> x Mr. Adams	x Mr. Anderson	x Chief Meister
x Mr. Donaldson	x Mr. Lee	x Joanne Clapp
x Mr. Sill	x Mr. Wayman	x Stacy Dame

PLEDGE OF ALLEGIANCE - The pledge was recited by all.

APPROVAL OF MINUTES

The March 19, 2025 Regular Session minutes were presented for approval.

Motion made to approve the March 19, 2025 Regular Session minutes by: Mr. Adams

Seconded by: Mr. Sill

ROLL CALL: All ayes

BILLS & PAYROLL - March, 2025

Bills (\$185,713.52), Lake Co. Auditor Payment (\$32,418.04), and Payroll (\$201,427.38) for a total of \$419,558.94 are motioned for acceptance and payment.

Ms. Clapp noted that MMO was paid double in March because invoices were not being received timely and 2 late fee charges were incurred. The double payment was an effort to make the District "ahead" to avoid the late fees.

Motion to accept bills and payroll was made by: Mr. Sill

Seconded by: Mr. Lee

ROLL CALL: All ayes

Ms. Clapp also reminded the Board that typically, one (1) meeting per year is conducted at Station #2. A brief discussion was had and it was decided by all that the June meeting will be moved to Station #2. A public notice will be sent out prior to the meeting and posted at both stations.

Motion to hold the June 18, 2025 meeting at Station #2 was made by: Mr. Donaldson

Seconded by: Mr. Lee

ROLL CALL: All ayes

FINANCIAL REPORT - March, 2025

Ms. Clapp provided a summary of the Revenue and Expenditures (Fund Summary Reports). She noted that she is having an issue with the firefighters' deposits to the deferred comp vendor.

Ms. Clapp reported that extraordinary payments in March were for Central dispatching, Lexipol, and MMO. She also reported that the OAFF deposit issue has been resolved (checks kept getting returned to the District).

Resolution #25-09 - Authorizing the Fiscal Officer to Transfer Funds

Ms. Clapp reported that she is requesting to move funds from general to bond/note. This is for the interest due on the Bond payment.

Motion to approve Resolution #25-09, Authorization to Move Funds was made by: Mr. Sil

Seconded by: Mr. Lee

ROLL CALL: All ayes

Resolution #25-10 - Amending and Approving 2025 Annual Appropriations was proposed.

Motion to accept Resolution #25-10, Amending and Approving 2025 Annual Appropriations was made by: Mr. Adams

Seconded by: Mr. Lee

ROLL CALL: All ayes

Ms. Clapp stated that she could give the Board a summary of the Audit which was just completed. Chair Wayman stated that they will call her into Executive Session to discuss.

Ms. Clapp reminded the Board that a Records Retention session and Budget Hearing sessions need to be held. All agreed that the records retention session would be held immediately prior to the May 21, 2025 meeting and begin at 6:50 pm. The budget hearing session is to be held at the beginning of the regular session that same date.

OPENING PUBLIC PORTION - None.

LEGAL COUNSEL - Ms. Dame stated that there will be an executive session at the conclusion of the regular session to discuss personnel, specifically employment, compensation, discipline, and complaints against said employee per ORC 121.11 (G)(1), discuss pending litigation per ORC 121.11 (G)(3), collective bargaining matters per ORC 121.11 (G)(4), and added that the Board will also discuss the recent audit.

COMMITTEE REPORTS - None to report.

OLD BUSINESS - None.

NEW BUSINESS

Resolution #25-11 - Authorizing the Hiring of Jack L. Petronelli as Special Legal Counsel

Ms. Dame shared that Attorney Petrinelli has been recommended to handle the MFD part time firefighter organization arbitration.

Motion to approve resolution #25-11, Hiring of Jack L. Petrinelli as Special Counsel was made by: Mr. Anderson

Seconded by: Mr. Lee

ROLL CALL: All ayes

Resolution #25-12 - Authorizing the Purchase of a Radio and Lights Package from Hudson Communications in an Amount Not to Exceed \$15,035.75 and authorizing payment therein.

Chief Meister shared that this request is to equip the new chase vehicle for Station #2.

Motion to approve Resolution #25-12 - Authorization to Purchase a Radio & Lights Package and payment herein was made by: Mr. Adams

Seconded by: Mr. Sill

ROLL CALL: All ayes

CHIEF'S REPORT

Anniversaries: FF Nick Kohr - 15 years, FF Mike Maskal - 15 years

Financial: EMS revenue is 28.1% of yearly projection while tax revenue is 52.7% of budgeted collection YTD. The District has spent 21.4% of the annual budget to date in 2025.

Staffing: Staffing is stable. The officers have interviewed additional part-time candidates and will be onboarding a few in the near future.

Volume: The District responded to 364 calls for service in March; 296 EMS and 68 Fire.

Inspections: Remain on-going; see report in your folder.

Vehicles: The new chase vehicle has arrived and ready for the lights package. The Officers are recommending Hudson Communications for the lights and siren package install.

Buildings: Station spring cleaning (inside and outside) has begun. Shifts and stations will have their respective areas to manage.

Other: The Lexipol onboarding process has begun with an official kickoff date of April 17, 2025. I will be working with their primary working group (PWG) to ensure the project stays on track. The Aladtec training is completed and we are ready to have staff begin utilizing it. We will run our old process simultaneously for a couple of months to work out any issues and to allow staff time to be comfortable with the new program/processes.

Training: There will be another live fire training in Geneva in April. Hose advancement, building construction as well as UH EMS drills will be held in the coming weeks as well.

Two (2) District lieutenants are in training for Advanced Fire Investigation.

Lt. VanKramer will be honored in Maryland May 2-4th at the National Fallen Firefighters Memorial in Emmittsburg, Maryland. Chief Meister and a couple other members will be in attendance with Lt. VanKramer's family. Light The Night for Fallen Firefighters is April 27 - May 5, 2025. Red lighting will be installed temporarily to light up the outside of each station in Lt. VanKramer's honor.

CLOSING PUBLIC PORTION - none.

CLOSING BOARD COMMENTS - none.

Chair Wayman stated if there is no further regular business, he will entertain a motion to adjourn into Executive Session to discuss personnel, specifically employment/compensation/discipline and complaints against employee, to discuss pending litigation & to discuss collective

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bargaining matters per ORC 121.22 (G)(1), (G)(3), and (G)(4) respectively and also to meet with Fiscal Officer Joanne Clapp to discuss the audit results.

Motion to enter into Executive Session @19:22 to discuss personnel, specifically employment/compensation/discipline and complaints against employee, discuss pending litigation & discuss collective bargaining matters made by: Mr. Anderson

Seconded by: Mr. Lee

ROLL CALL: All ayes

Regular session resumed at 21:09.

ADJOURNMENT

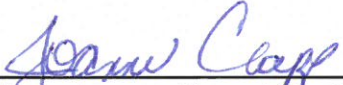
Chair Wayman stated there being no further business, he would entertain a motion to adjourn.

Motion to adjourn was made by: Mr. Anderson

Seconded by: Mr. Sill

ROLL CALL: All ayes

Accepted and Approved: May 21, 2025


Attest: Joanne Clapp, Fiscal Officer


Pete Wayman, Board Chair