

**RECORD OF PROCEEDINGS
MADISON FIRE DISTRICT BOARD OF TRUSTEES
RECORDS RETENTION & REGULAR SESSION**

05-21-2025

CALL TO ORDER @ 1850 hours.

ROLL CALL: x Mr. Adams
- Mr. Donaldson
x Mr. Sill

x Mr. Anderson
x Mr. Lee
x Mr. Wayman

x Chief Meister
x Joanne Clapp
x Stacy Dame

RECORDS RETENTION: Ms. Clapp shared that we are required to hold a meeting twice per year to discuss if there are any records to destroy. At this time there is no business to discuss.

The records retention meeting concluded at 18:52.

REGULAR SESSION: The regular session immediately commenced at 18:52.

ROLL CALL: x Mr. Adams
- Mr. Donaldson
x Mr. Sill

x Mr. Anderson
x Mr. Lee
x Mr. Wayman

x Chief Meister
x Joanne Clapp
x Stacy Dame

PLEDGE OF ALLEGIANCE - The pledge was recited by all.

PUBLIC HEARING: A public hearing was conducted with **Res. #25-13** to approve the 2026 Lake County Tax Budget. Ms. Clapp shared that the resolution is received from the county and that she increased the amounts by 5% since there is not a way to know an exact amount.

Ms. Clapp also stated that the last loan payment will be made in 2026.

Motion made to approve the 2026 Lake County Tax Budget and Resolution #25-13 as presented by: Mr. Sill

Seconded by: Mr. Lee

ROLL CALL: All ayes

The regular session again commenced immediately following the public hearing at 19:00.

APPROVAL OF MINUTES

Regular Session minutes from the following dates were presented for approval as amended: April 16, 2008, November 15, 2017, February 21, 2018, July 21, 2021, October 19, 2022, June 18, 2024, July 17, 2024 & October 16, 2024.

*All amended to include the reason for executive session that was stated during the meeting in the motion to adjourn into executive session; not previously reflected in the meeting minutes.

Motion made to approve the amended minutes from April 16, 2008, November 15, 2017, February 21, 2018, July 21, 2021, October 19, 2022, June 18, 2024, July 17, 2024 & October 16, 2024 was made by: Mr. Adams

Seconded by: Mr. Lee

ROLL CALL: 4 ayes; Sil & Lee, abstain

*Note Mr. Donaldson is now present

The April 21, 2025 Regular Session minutes were presented for approval.

Motion made to approve the April 21, 2025 Regular Session minutes by: Mr. Lee

Seconded by: Mr. Anderson

ROLL CALL: All ayes

BILLS & PAYROLL - April, 2025

Bills (\$112,571.96), Tax Collection Fees (\$989.66), and Payroll (\$226,057.40) for a total of \$339,619.02 are motioned for acceptance and payment.

Ms. Clapp reported that the only extraordinary expense in April was the new vehicle.

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

Seconded by: Mr. Anderson

ROLL CALL: All ayes

FINANCIAL REPORT - April, 2025

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

Mr. Sill asked for the earnings on investments; Ms. Clapp stated she does not have the statement with her so she will get back to him with that information.

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, dismissal, discipline, and complaints against said employee per ORC 121.11 (G)(1), and also to discuss pending litigation per ORC 121.11 (G)(3).

COMMITTEE REPORTS - None to report.

OLD BUSINESS - None.

NEW BUSINESS

Chief Meister shared that a quote was received from CMH to upgrade/replace the current security & access systems. The new system will include a camera at the inside front door and a mounted video phone in the back kitchen area that will allow staff to have a conversation with visitors without having to come all the way up front before/after regular business hours. Staff can answer for the other station if they happen to be out on a call. He stated this will provide another layer of security. The front doorbell will allow Laurie to continue to utilize the buzz switch if necessary. It will integrate nicely with the existing door keypads which will be kept in place. The quote is good until June 3, 2025 so Chief Meister would like to obtain the Board's approval or denial this evening.

Mr. Sill asked what the storage details are and where the videos etc will be stored. Chief Meister explained that he believes the District can set whatever timeframe they wish for the

deletion of videos. He stated that all of the information will be kept by CMH just as our google drives and emails are (in the cloud).

Mr. Lee and Mr. Wayman both indicated they believe this is necessary as current security seems insufficient in today's climate. Mr. Anderson stated that he also agrees with the upgrade, especially being so close to Rt. 90 which makes the station easily accessible to the public. He stated that unfortunately there are more and more instances of firemen being shot and we cannot be too careful.

Mr. Sill asked if any of the staff have issues with being on camera. Chief Meister stated he is not aware of anyone that is. With today's technology, cameras are everywhere and the moves of everyone

A motion was made to approve the Purchase of A New Doorbell System with Installation, provided by CMH was made by: Mr. Sill

Seconded by: Mr. Anderson

ROLL CALL: All ayes

CHIEF'S REPORT

Anniversaries: AA L. Hogya - 4 years, FF J. Neurohr - 13 years, FF W. Weema - 19 years, FC J. Meister - 24 years, and FF S. Wells - 32 years. Congratulations to all!

Financial: EMS revenue is 38.7% of yearly projection while tax revenue is 56.2% of budgeted collection YTD. The District has spent 28.1% 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. Summer vacation season is here so there may be some OT to help cover but the officers will do their best to avoid it.

Volume: The District responded to 298 calls for service in April; 237 EMS and 61 Fire.

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

Vehicles: The new chase vehicle had the lights & siren package installed. Decals will be the next step but it has been placed in service.

Buildings: Station spring cleaning (inside and outside) continues. The HVAC units had preventative maintenance completed. No critical issues found, however will need to build a small doghouse like structure to place of the mini split at Station #2 for snow/ice purposes. Chief thanked Jason Chapman and the village crew for helping get the bell up to Station #3. A plan is being worked on for permanent placement. Lt. Sample reached out to Trevor Behm for ideas.

Chief thanked Paul Cook and the township crew who assisted Station #2 crews with the landscaping rocks. Both are very much appreciated! Station #3's generator is running smoothly again after some components failed. Station #3's drains appear to be flowing well again after being jetted last month. The officers are recommending the sign above the front door at Station #3 be replaced or modified as it is extremely faded.

05-21-2025

Other: The Lexipol onboarding process continues and is going well. Lexipol staff has integrated their policies with ours and now the work on our end begins. The officers will be reviewing those that will affect internal processes soon. Aladtec onboarding is going well and staff seem to like using it. Some old, outdated, and time-consuming processes are sunseting as we move along. Annual hose testing will begin soon. Hydrant flushing will be done as time allows all summer long. We are still awaiting an announcement on the AFG grant for air packs.

New Day Church held a tour at Station #3, bringing approximately 60 people, ages 6-17 (with chaperones). Thank you to B-shift for doing a good job handling it!

Pet the Trucks at the Madison Public Library is scheduled for June 1, 2025 and crews will also participate in the Memorial Day parade on May 26, 2025.

FF Scott Wells will be attending the May 23rd Annual FF Memorial Ride in Cleveland. The event will honor Lt. VanKramer as well as other local firefighters who lost their lives.

Training: Specialty equipment such as the Polaris and Sea Doo will be trained on, weather permitting. Laurie and Chief Meister attended the Lake County Safety Council seminar on May 15th. We attended sessions on fall protection and transitional work programs. We also got to meet one of our Sedgwick representatives. Two District members are attending hazmat shift officer class this week.

EMT Track Drill/Mass Casualty drill practice will take place this week for TriPoint and Lake West patients.

Mr. Anderson congratulated all for their anniversaries and stated that all continue to do an outstanding job! He also thanked everyone for their service.

CLOSING PUBLIC PORTION - none.

CLOSING BOARD COMMENTS

Mr. Anderson asked to confirm that the June 18th meeting is to be held at Station #2; Chair Wayman stated that is correct.

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 per ORC 121.22 (G)(1), and also to discuss pending litigation per ORC 121.22(G)(3).

Motion to enter into Executive Session to discuss personnel, specifically employment /compensation /discipline and complaints against employee, per ORC 121.22 (G)(1), and also to discuss pending litigation per ORC 121.22(G)(3) @19:22 made by: Mr. Anderson

Seconded by: Mr. Adams

ROLL CALL: All ayes

Regular session resumed at 19:59.

ADJOURNMENT

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

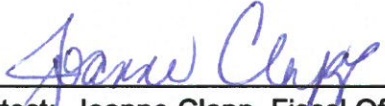
Motion to adjourn was made by: Mr. Anderson

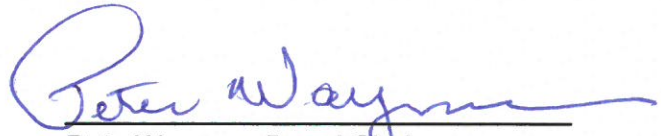
Seconded by: Mr. Sill

ROLL CALL: All ayes

Meeting was adjourned at 20:00

Accepted and Approved: June 18, 2025


Attest: Joanne Clapp, Fiscal Officer


Pete Wayman, Board Chair