

**RECORD OF PROCEEDINGS
MADISON FIRE DISTRICT BOARD OF TRUSTEES
RECORDS RETENTION, BUDGET HEARING & REGULAR SESSIONS**

05-20-2026

RECORDS RETENTION

CALL TO ORDER @ 18:45 hours

ROLL CALL: x Mr. Adams*	x Mr. Sill*	x Joanne Clapp*
x Chief Meister*	x Ms. Hogya*	x Attorney Elko
x Mr. Donaldson	x Mr. Lee	x Mr. Wayman
x Mr. White		

*Denotes required attendees

Chairman Adams turned the meeting over to Ms. Clapp. She reminded all that twice a year, the District is required to hold records retention meetings. She has revised the disposal schedule to reflect any items prior to 2020. It will be submitted to the Ohio History Commission and typically takes about 120 days (4 months) to receive approval. Once approval has been received, older items can be properly destroyed.

Attorney Elko stated his only recommendation is to remove the social media item as many entities have no social media accounts; the District should default to regular disposal. Items must be archived so the District will need to keep that in mind before removing any old postings.

There being no further business, Chairman Adams requested a motion to adjourn. Motion to adjourn the records retention meeting was made @ 18:55 by: Mr. Sill

Seconded by: Mr. Adams

ROLL CALL: All ayes

PUBLIC HEARING - 2027 PRELIMINARY TAX BUDGET

CALL TO ORDER @18:55 hours

ROLL CALL: x Mr. Adams	x Mr. Donaldson	x Joanne Clapp
x Mr. Lee	x Mr. Sill	x Attorney Elko
x Mr. Wayman	x Mr. White	x Chief Meister

Chairman Adams called the meeting to order at 18:55.

Ms. Clapp reminded all that they are required to accept and approve the Lake County Tax Budget by July, however the meeting is always held earlier to ensure a quorum (due to vacations). She explained that she decreased revenue due to projected interest rates and decreased expenses due to the building (St. #3) being paid off.

There being no further business, Chairman Adams requested a motion to adjourn. Motion to adjourn the 2027 Preliminary Tax Budget public hearing was made @ 18:57 by: Mr. Sill

Seconded by: Mr. Lee

ROLL CALL: All ayes

REGULAR SESSION

CALL TO ORDER @19:00 hours

PLEDGE OF ALLEGIANCE - The pledge was recited by all.

SWEARING IN CEREMONY

Joseph Stuart (current part-time member), Jonathan Ivaskovic, & Jeremy Chepes took oaths to become full-time members of the Madison Fire District. Each will begin their duties next week. Congratulations and welcome to all!

EXECUTIVE SESSION

Attorney Elko requested a motion for an executive session for the following:

- To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official per ORC 121.22(G)(1); and
- Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment, per ORC 121.22(G)(4)

Motion to adjourn into executive session to discuss the items listed above was made @19:06
by: Mr. White

Seconded by: Mr. Wayman

ROLL CALL: All ayes

Members returned to the room and motion to end executive session was made @20:02 by: Mr. Sill

Seconded by: Mr. White

ROLL CALL: All ayes

MINUTES

Minutes from the April 15, 2026 regular session were presented for review and approval.

Motion to approve the April 15, 2026 regular session minutes was made by: Mr. White

Seconded by: Mr. Wayman

ROLL CALL: All ayes

Minutes from the April 28, 2026 special session were presented for review and approval.

Motion to approve the April 28, 2026 special session minutes was made by: Mr. Sill

Seconded by: Mr. Wayman

ROLL CALL: 5 ayes, 1 abstain

BILLS & PAYROLL - April, 2026

Bills (\$55,739.37) and Payroll (\$317,025.24) for a total of \$372,764.61 were presented for acceptance and payment.

Motion to accept bills and payroll in the amount of \$372,764.61 was made by: Mr. White

Seconded by: Mr. Wayman

ROLL CALL: All ayes

FINANCIAL REPORT - April, 2026

Ms. Clapp provided a detail of finances from the fund summary.

Ms. Clapp reminded the Board that April was a 3 pay month

OPENING PUBLIC PORTION

Mr. Joe Zapitelli (local financial advisor) addressed the Board as a follow up to their previous request to become a preferred provider for deferred compensation. Mr. Zapitelli stated that they had a few members show interest when they did informational sessions in the fall of 2025. As advisors, they are able to provide advice to their clients and help with life and retirement planning. He asked what is needed in order for them to be an approved provider. They currently work with local schools and some local communities. Chair Adams stated that it would require input from the staff and fiscal officer. Ms. Clapp stated that no employees of the District have approached her to set them up. Chair Adams stated that should staff request it, the Board will consider adding them. Mr. Lee asked if they currently work with any fire districts. Mr. Zapitelli stated that in Ashtabula they don't have a fire district, however he does work with some of the employees directly.

LEGAL COUNSEL

Attorney Elko stated he had nothing outside of the resolutions listed under the New Business portion of the agenda.

OLD BUSINESS - none.

NEW BUSINESS

Relocation of Upcoming Meeting

Ms. Hogya reminded the Board that once a year, they hold a regular session at Station #2. After a brief discussion, all were in agreement that the June meeting would be held there.

Chairman Adams requested a motion to change the location of the June 17, 2026 regular session to Station #2 located at 1743 Hubbard Road.

Motion to move the June 17th regular session to Station #2 was made by: Mr. Sill

Seconded by: Mr. White

ROLL CALL: All ayes

Resolution No. 2026-11

Attorney Elko presented **Resolution #2026-11 A Resolution of the Board of Trustees of the Madison Fire District Approving a Revised Retention Schedule for the District and Adopting of Said Schedule Pending Approval from the Ohio History Commission.**

He shared that the Records Retention committee met prior to the regular meeting. Ms. Clapp reviewed the schedule and made some changes, he has reviewed the schedule, and agrees with the changes.

Motion to accept and approve Res. #2026-11 was made by: Mr. Lee

Seconded by Mr. Donaldson

ROLL CALL: All ayes

Resolution No. 2026-12

Attorney Elko presented **Resolution No. 2026-12 A Resolution of the Board of Trustees of the Madison Fire District Approving the 2027 Lake County Auditor's Preliminary Tax Budget.**

Motion to accept and approve Resolution No. 2026-12 was made by: Mr. White

Seconded by Mr. Sill

ROLL CALL: All ayes

Resolution No. 2026-13

Attorney Elko presented **Resolution No. 2026-13 A Resolution of the Board of Trustees of the Madison Fire District Authorizing the District to Enter into an Agreement with Motorola Solutions for the Purchase of Four (4) Portable Radios with Accessories in the Amount of \$26,337.66.**

Chief Meister shared that funds to purchase them are included in the 2026 budget as they were aware that additional radios would be needed for the new hires.

Motion to accept Resolution No. 2026-13 was made by: Mr. Lee

Seconded by: Mr. White

ROLL CALL: All ayes

Resolution No. 2026-14

Attorney Elko presented **Resolution No. 2026-14 A Resolution of the Board of Trustees of the Madison Fire District Authorizing the Fiscal Officer to Disperse Additional Funds into the Full-time Employee Health Savings Accounts for 2026 (additional \$3,000 for single coverage, additional \$4,000 for family plans).**

Ms. Clapp stated that the additional funds would be deposited to the accounts by the end of May.

Motion to accept **Resolution No. 2026-14** was made by: Mr. Sill

Seconded by: Mr. Wayman

ROLL CALL: All ayes

CHIEF'S REPORT

Anniversaries: Admin. Asst. L. Hogya - 5 years, FF J. Neurohr - 14 years, FF B. Weema - 20 years, FF S. Wells - 33 years and J. Meister (self) - 25 years. Special congratulations to Scott Wells who is retiring next week!

Financial: EMS revenue is 31% of yearly projection while tax revenue is 48.4% of budgeted collection YTD. The District spent 26.2% of the annual budget through April.

Staffing: The schedule will be more stable once the new full-time members are settled in.

Volume: The District responded to 308 calls for service in April; 239 EMS and 69 Fire.

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

Vehicles: Decals for the new pickup (#2127) have been completed. The 1929 Seagraves engine is scheduled to participate in the Memorial Day parade.

Buildings: Station #3 bathroom tile work to begin soon (officer's bathroom). The sign above the front door at Station #3 will be re-installed soon.

Other: Department physicals, including cancer screening, are taking place June 1st and 2nd. Lab work was completed May 18th and 19th.

Training: Crews performed ropes training at Hidden Valley this month. Vehicle extrication is typically done in June. Chief Meister hopes that this year they can do a car vs. school bus scenario. Mr. Lee asked if the jaws of life will be utilized during the vehicle extrication exercises; Chief Meister responded yes, they can be used on anything!

CLOSING PUBLIC PORTION - None.

CLOSING BOARD COMMENTS

Chair Adams congratulated Chief Meister on his 25 years as well as FF Wells on his 33 years. He added he appreciates the longevity of our members, especially given what the job entails! Mr. Sill also stated he appreciates the longevity and said it's impressive and heart warming, as it's difficult to be anywhere for that amount of time.

Chair Adams reminded all that the next meeting is on June 17th at 7:00 pm at Station #2.

ADJOURNMENT

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

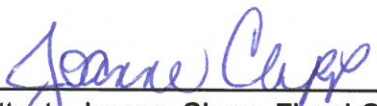
Motion to adjourn was made by: Mr. White @20:23 hours.

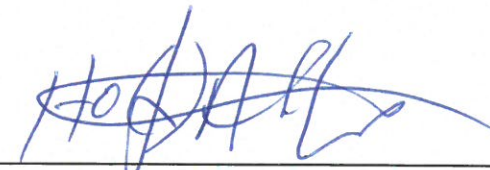
Seconded by: Mr. Lee

ROLL CALL: All ayes

Meeting was adjourned at 20:23

Accepted and Approved: June 17, 2026


Attest: Joanne Clapp, Fiscal Officer


Jay Adams, Board Chair