

Minutes of **Allen-Clay Joint Fire District Trustees Meeting**
Held on **May 11, 2000**

The Board of Trustees of the Allen-Clay Joint Fire District met in regular session on the above date at the Office of the Trustees, 400 Main St, Clay Center, OH 43408.

The roll was called by Chairman Scott Everhardt.

Attendance:

Trustees: Jack Bower, Scott Everhardt, Don Hoeft, Jack Willard **Clerk** Sonia Eischen **Others:** Marilyn Opfer, Jim Klorer, Bruce Moritz, Dan Novotney, Chris Sheldon, Mark Padley, Ron Pfeiffer, Denny Hartman, Jane Price-Gahler, Ken Leist, James Lowe, James Buhro, Tim Tank, & Lowell Hartman

Excused: Bill Nissen

Approval of Previous Minutes Minutes from the meeting held April 13, 2000 were read. Don Hoeft moved, second by Jack Willard, to approve minutes as revised. Motion carried.

Temporary Funding Mark Mulligan has not responded yet with an opinion regarding a transfer of funds from each fire department to the joint fire district in order to operate prior to receiving tax monies.

District Fire Chief Job Description Several job descriptions from other departments were presented for review. A work session will be held to review and discuss the samples and to develop our own job description.

Draft Benton Township Contract Scott Everhardt distributed copies of the draft contract to the Benton Township Trustees and Clerk and explained the thought process that was used in developing it. Dennis Hartman provided a thorough explanation of the cost analysis. Discussion occurred. It was emphasized that this is a draft contract for their review, so they will have an adequate amount of time to consider their own finances. The current Allen Township contract with Benton Township is in effect until January 31, 2001.

District Chief's Report: Bruce provided an update on the progress to-date that the Executive Officers' Committee has made developing standard operating guidelines.

- It is the consensus of all three chiefs that Standard Operating Guidelines can be written as we go along. Denny Hartman added that approved "draft" copies will be developed then presented to the firefighters for review.
- The **Fire Department ID number for the state of Ohio, 62001** (the Clay Center number) **will be used for the district.** The numbers from the other 2 stations will be frozen
- Medical protocols are being developed along with a new run sheet with the Allen-Clay Joint Fire District letterhead.
- In the near future, a committee will begin working on the computer reporting procedures to centralize reporting to incorporate the 3 departments. Procedures incorporating the new National Incident Fire Reporting System will be used.
- Bruce reported on a Fire Chief's symposium that he attended recently. An attorney/firefighter was the speaker. A "canned" policy manual that the attorney has developed is available for a fee of \$1000.00. Bruce will be getting some sample documents from the manual for review.

Other Business: Scott Everhardt discussed an issue that surfaced at the Allen Township Trustees meeting which focused on the status of active vs active-retired firefighters and their role in the ACJFD. Denny Hartman and Bruce Moritz each provided a viewpoint. Scott encouraged the development of a standard agreeable to the chiefs to be presented to the Board in adequate time to inform the rank and file.

Sonia Eischen reported on the costs and coverage associated with bonding for the Board Members and the Clerk.

EIN papers and the Articles of Incorporation were signed. Scott will forward each to the appropriate area.

Dennis Hartman reported on a citizen's comment suggesting that a "private service" (contract) may provide EMS coverage at a lessor cost than the district can provide the services. Mark Padley had some insight on what contract costs were a few years ago. At this point in time, the Board is not pursuing contracting these services.

The next meeting will be on **June 8, 2000** at **7:30 p.m.** at the Office of the Trustees, Clay Center.

Don Hoeft moved to adjourn. **Second by Jack Willard. Meeting adjourned** at 9.30 p.m.

Respectfully Submitted,

Sonia Eischen, Assistant to the Clerk

_____, Chairman