

Minutes of **Allen-Clay Joint Fire District Trustees Meeting**  
Held on October 11, 2007

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, 3155 N. Genoa Clay Center Rd, Genoa, OH 43430

Chairman Scott Everhardt opened the meeting with the pledge of allegiance & called the roll.

**Attendance:** Darryl Bittner, Scott Everhardt, Don Hoeft, Jack Willard **Fire Chiefs:** Dennis Hartman, Bruce Moritz, **Fiscal Officer:** Sonia Eischen **Others:** Keith Henninger, Lowell Hartman, Don Murray, Chris Sheldon, Gaylord Sheldon, Tim Tank, **Excused:** Mike Swisher

**Approval of Previous Minutes:** Minutes from the meeting held September 13, 2007 were read. Jack Willard made the motion, second by Don Hoeft, to approve minutes as read. Motion carried.

**Public Concerns:** Keith Henninger, representing chief Keith Snider, reminded everyone of the upcoming feather party at Station #1

Gaylord Sheldon announced that the Chamber of Commerce Annual dinner would be held at Station #3 on November 13. The Board is invited and encouraged to attend.

At 7:16 p.m. the Board entered executive session to discuss a personnel issue. They returned to regular session at 7:40 pm.

**Fire Chief's Report:** Copy on file.

**Deputy Chief's Report:** Copy on file.

Don Hoeft made the motion, second by Darryl Bittner, to allow JoAnne Luebke to return to active status at Station #3 pending successful results of her firefighter physical.. All voted yes. Motion carried.

Scott Everhardt made the motion, second by Jack Willard, to approve hiring Jenee Beilstein as a part time EMT-B/FF for Medic 21 pending legal advice and a medical release from her doctor. All voted yes. Motion carried.

Jack Willard made the motion, second by Darryl Bittner, to approve up to \$2200.00 from the Haz Mat Recovery Fund for purchase of 2 Ranger Randy Victim Simulators All voted yes. Motion carried.

Darryl Bittner made the motion, second by Don Hoeft, to contract with Wojo's Heating and Air Conditioning, Inc for replacement of the heating system at Station #1 with 2 forced air units, one with air conditioning, for the quoted amount of \$11,250.00. This supercedes the motion on September 13, 2007 for approval up to \$6,000.00. All voted yes. Motion carried.

**Fiscal Officer's Report:**

- The September financial statement was reviewed and signed.
- An audit of 3<sup>rd</sup> quarter business was conducted.
- Great Lakes Billing received in August = \$17,204.65; YTD August \$127,228.96.
- I obtained An Amended Certificate of Estimated Resources to account for the \$76,150.00 grant to be received for the vehicle exhaust capture systems. This was appropriated into the General Fund line item 1000-760-730-0003 "Improvement of Sites-Exhaust Systems"
- Scott Everhardt & I met with the State Examiner to discuss the draft audit report for the years 2005 & 2006. We had an extremely successful audit due to the diligence of all, especially Bill and the Chiefs. There were no findings.
- We received ~24 applications for the fiscal officer position.
- Supplemental Appropriation Adjustment to pay the BWC 3<sup>rd</sup> party administrator fee.
  - (-) \$2400.00 from 1000-760-740 General Fund "machinery, equipment, & furniture"
  - + \$2400.00 into 1000-830-830 into General Fund "interest"

**Fire Board Trustees' Business & Reports:**

Scott Everhardt shared a letter received from Bill Nissen , resigning from the fiscal officer position due to health reasons effective October 31, 2007,. Scott Everhardt made the motion, second by Darryl Bittner, to accept Bill Nissen's resignation from the fiscal officer position effective October 31, 2007. All voted yes. Motion carried.

At 8:28, the trustees entered executive session to review applications for the position of fiscal officer. They returned to regular session at 9:10 pm. Scott Everhardt announced that 5 candidates were selected for interview. Sonia will contact the candidates and make arrangements.

**Bills Presented for Payment:**

Bills from September, totaling \$89,991.71, were presented for payment. Don Hoeft made the motion, second by Scott Everhardt, to approve payment of bills. Motion carried.

Jack Willard made the motion, second Darryl Bittner, to adjourn. Meeting adjourned at 9:15 p.m.

Respectfully Submitted,

\_\_\_\_\_, Chairman

Sonia Eischen, Fiscal Officer