

Minutes of **Allen-Clay Joint Fire District Trustees Meeting**  
Held on August 14, 2008

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:**

**Trustees:** Darryl Bittner, Don Hoeft, Jack Willard, Scott Everhardt **Fire Chiefs:** Bruce Moritz, Dennis Hartman  
**Fiscal Officers:** Don Murray, Sonia Eischen, **Others:** Keith Snider, Chris Sheldon, Gaylord Sheldon, Jeff Herman, Dave Fryman, Mark Stahl, Rob Cashen

**Approval of Previous Minutes** Minutes from the meeting held July 10, 2008 were read. Darryl Bittner made the motion, second by Don Hoeft, to approve minutes as read. Motion carried.

**Public Concerns ( by order of signatures):**

Dave Fryman presented an updated *Joint Association Guidelines for Fundraisers*. The joint committee expanded the previous recommended guidelines and addressed alcohol served at any association function, not just at fundraisers. Since the Hall at Station #3 is also rented out for social functions, specific language was added to reflect Station #3 activities in that neither the township nor the fire district assumes any responsibility for the function. Comments and suggestions were offered. **Don Hoeft made the motion**, second by Darryl Bittner, **to accept the modified draft document as the ACJFD Alcohol Policy, effective September 11, 2008**. All voted yes. Motion carried.

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

Four bids were received (itemized in the chief's report) to paint the 3 stations. **Don Hoeft made the motion**, second by Jack Willard, **to accept the bid of Mittendorf Painting in the amount of \$9747.00 to paint the 3 stations as specified, pending verification of insurances and bonding**. The alternate bid selection would be Myers and Watters. This is a budgeted item. All voted yes. Motion carried.

**Darryl Bittner made the motion**, second by Scott Everhardt **to approve expenses to send Deputy Chief Dennis Hartman to the 2009 AFG Program Guidance for grant writing in Reno, Nevada next year**. This is an invitation only seminar in which an actual grant will be written. All voted yes. Motion carried.

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

**Scott Everhardt made the motion**, second by Jack Willard, **to approve \$1900.00 for Darrick Applegate to attend the RN to Paramedic bridge course**. All employment vs. reimbursement guidelines will apply. All voted yes. Motion carried.

**Jack Willard made the motion**, second by Darryl Bittner, **to accept the resignations of Victor Coutcher, Christine Coutcher, and Michael Gallagher**. All voted yes. Motion carried.

**Fiscal Officer's Report:**

- The July financial statement was reviewed and signed.
- Great Lakes Billing receipts in June = \$22,937.08.
- Great Lakes Billing receipts in July = \$30,820.84; YTD receipts = \$134,095.82.

**Scott Everhardt made the motion**, second by Jack Willard, **to approve the following supplemental appropriation adjustments:**

(-) \$15,000.00 from 1000-910-910 transfers out  
+ \$15,000.00 into 1000-220-323 repairs and maintenance

All voted yes. Motion carried.

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

Scott Everhardt reported that Joel Mann, from Mann Technologies, would be at our next meeting to listen to our needs and to discuss the services he can provide.

Don Murray reported that Matt Shue, from the Ottawa County Prosecutor's Office, called to request additional information regarding our request for information about retirement fund requirements. Mr. Shue will do research and get back to us.

**Bills Presented for Payment:**

Bills from July, totaling \$73,068.59, were presented for payment. Scott Everhardt made the motion, second by Jack Willard, to approve payment of bills. Motion carried.

Darryl Bittner made the motion, second by Don Hoeft, to adjourn. Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Sonia Eischen, Assistant Fiscal Officer

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