

Minutes of **Allen-Clay Joint Fire District Trustees Meeting**
Held on December 11, 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:** Mike Benadum, Andy Klinger, Lowell Hartman, Mike Swisher, Chris Sheldon, Gaylord Sheldon, Keith Snider, Joshua Cedoz, Jay Traver, Randy Miller

Approval of Previous Minutes Minutes from the meeting held November 13, 2008 were read. Don Hoeft made the motion, second by Darryl Bittner, to approve minutes as read. Motion carried.

Public Concerns (by order of signatures): Keith Snider reported that the trucks at Station #1 are waxed for the winter. Keith mentioned that Tim Tank would be filling in for him at upcoming Board meetings, since he will be starting night shift again.

Fire Chief's Report: Copy on file.

Jack Willard made the motion, second by Scott Everhardt, to approve hiring as Volunteer Firefighter/EMTs Timothy Whited for Station #1 and Kourtney Oberhaus for Station #3 pending successful completion of all hiring requirements. All voted yes. Motion carried.

Chief Moritz welcomed Joshua Cedoz and Jay Traver, then swore them in as new members of the ACJFD. Welcome and Congratulations, Gentlemen.

Don Hoeft made the motion, second by Darryl Bittner, to accept the resignation of John Padley. All voted yes. Motion carried.

Scott Everhardt made the motion, second by Jack Willard to dismiss John Cook, probationary member at Station #3, for failure to meet the requirements of a probationary member. All voted yes. Motion carried.

Deputy Chief's Report: Copy on file.

Fiscal Officer's Report:

- The October financial statement was reviewed and signed.
- The November financial statement was reviewed and signed.
- Great Lakes Billing receipts year-to-date = \$191,379.60.
- Don Murray discussed a controversy with the Internal Revenue Service regarding payment of 941 tax and penalties we are being assessed. It seems that the IRS sees our quarterly volunteer payroll numbers and assumes that we have a similar bi-weekly payroll. They want the tax to be paid bi-weekly for the volunteers even though we pay them quarterly, not bi-weekly. They are penalizing us, which we think is wrong. This is still being debated.
- **The Volunteer Fire Fighters' Dependents Fund**, 2009 Certificate of Annual Election of Board Members, was discussed and completed. **Jack Willard and Darryl Bittner were elected as Board Member representatives.** Mike Swisher and Keith Henninger are the fire department representatives. Dennis Hartman is the representative appointed by other Board members. Copy on file. **Darryl Bittner made the motion to accept the Volunteer Fire Fighters' Dependents Fund Board as identified. Don Hoeft seconded. All voted yes. Motion carried.**
- The Reorganization meeting for 2009 will be January 5, 2009 at 1100.

Fire Board Trustees' Business & Reports:

At 7:56, Jack Willard made the motion, second by Darryl Bittner, to enter executive session to discuss employee wages and personnel issues. The roll call on the motion: Darryl Bittner-yes, Scott Everhardt-yes, Don Hoeft-yes, Jack Willard-yes. They returned to regular session at 9:05 pm.

For the record, Terry Layton was placed on administrative leave as of Monday, December 8, 2008 pending an investigation of misuse of district facilities.

Jack Willard made the motion, second by Scott Everhardt, to suspend the alcohol portion of the policy, which was effective September 11, 2008, for the Clay Genoa Fire Fighters Association Guidelines for Casual Club Room Usage on ACJFD property until it can be reviewed by the chiefs. All voted yes. Motion carried.

Points: Scott Everhardt made the motion, second by Darryl Bittner, to increase the volunteer point system rate to \$10.00 per point for runs and drills, beginning 2009. All voted yes. Motion carried.

24/7 Payroll: Darryl Bittner made the motion, second by Don Hoeft, to award a 2% salary increase to paramedics and to EMTs working scheduled hours. This translates into **\$12.29 per hour for paramedics, \$9.96 per hour for EMT Advanced, and \$9.36 per hour for EMT Basic beginning the first pay period in January 2009.** All voted yes. Motion carried.

Officer Pay: Don Hoeft made the motion, second by Scott Everhardt to increase the Officer's salaries beginning January 2009:

- ✓ **Battalion Chiefs - \$1300.00** per year (\$325 per qtr)
- ✓ **1st Assistant Chiefs - \$650.00** per year (\$162.50 per qtr)
- ✓ **2nd Assistant Chiefs - \$500.00** per year (\$125.00 per qtr)
- ✓ **Captains - \$325.00** per year (\$81.25 per qtr)

All voted yes. Motion carried.

Fiscal Officer & Assistant Fiscal Officer Salaries: Darryl Bittner made the motion, second by Scott Everhardt, to award a 2% increase to the Fiscal Officer, increasing his annual salary to \$8690.40, and to award a 2% increase to the Assistant Fiscal Officer's annual salary increasing it to \$3461.88, for the year 2009. All voted yes. Motion carried.

Fire Chief & Deputy Chief Salaries: Scott Everhardt made the motion, second by Jack Willard, to award a 2.0% salary increase to both the Fire Chief (equaling \$50,756.10) and to the Deputy Chief (equaling \$46,141.51) beginning the first pay period in January 2009, along with a merit bonus of \$1200.00 to the Fire Chief and \$1,000.00 to the Deputy Chief to be included in the next pay in December. All voted yes. Motion carried.

Bills from November, totaling \$75,518.60, were presented for payment. Scott Everhardt made the motion, second by Jack Willard, to approve payment of bills. Motion carried.

Don Hoeft made the motion, second by Jack Willard, to adjourn. Meeting adjourned at 9:20 p.m.

Respectfully Submitted,

Sonia Eischen, Assistant Fiscal Officer

_____, Chairman