

RECORD OF PROCEEDINGS

Minutes of the Deer Park Silverton Joint Fire District
Board of Trustees Regular Meeting
Held at 7050 Blue Ash Road, Silverton Ohio 45236
4:30 PM

Organizational Meeting

Pledge of Allegiance.

Board of Trustees

Frank Maupin Absent
Don Kincaid
Steve Imhoff
William Jetter
Mark Feldhaus
Fred Gunnells Absent
Britt Born - Arrived at 4:37
Jack Cameron

Other In Attendance

Dennis Meador Fire Chief
Belinda C. Joerger Clerk Treasurer
Alan Abes – Solicitor

A motion was made by Steve Imhoff, seconded by William Jetter to excuse Frank Maupin and Fred Gunnells from the February 27, 2024, board meeting. All present voted aye, motion carried.

Belinda Joerger

Credit Card Report - Our current total credit line is 20,000. Denny, Chris Iredale, and I have credit cards. They all expire on 7/26. We've charged \$45,071.37 in 2023 and we do get reward points that we convert to cash. PNC visa we had \$528 in points and the First Financial Visa we had \$300. They both appear as a credit on the account.

Alan Abes

By-Laws - I circulated a draft of a potential new set of bylaws. Our bylaws are from the original formation of the district in 1999. They have a lot of provisions in there that only applied when the district was new. So, we don't need those. Also, there are a lot of provisions in there that really

don't belong in a set of bylaws. And we have a hodgepodge of different provisions adopted over the years. I thought it made sense to just start over, see a fresh template. Get rid of everything we don't need. Keep what I know we have discussed and specifically agreed upon over the last several years. It's all up for discussion. You can do whatever you want.

Jack did circulate today, some revisions to the set that that I circulated and Jack, if you want to talk about the changes. It wasn't anything necessarily material, but as I read it, I thought this part could be more definitive, for example, about filling a vacancy, instead of it being or otherwise as soon as reasonably possible vacancy so my suggestion would be to be more definitive vacancy must be filled as soon as reasonably possible but no later than 60 days, so it's not open ended. So, you have got some urgency to act. That was one such suggested suggestion.

Then under attendance, where if you miss three meetings, unexcused meaning you didn't have any reason for not being here, you can be asked for the member, meaning Silverton or Deer Park to remove that trustee I suggested changing it to you're automatically removed. It's not a question. It's not something that anybody must have a conversation about. It's automatic and then you have 60 days for Deer Park or Silverton to fill that. So those are two of them.

Jack Cameron asked about having the meeting notices on the website -The Staff will work on posting meeting notices on the website. We currently are not able to but will investigate it again.

Alan -The only the only issue is that typically because the member entities have the right to appoint the trustees. It's difficult for us as a board to dictate to them what they must do and when, but I went back and looked at the formation documents of the district and they are totally silent on that issue. In other formation documents I've seen, it's clear that the member entities have sole responsibility and power to appoint the trustees and to govern the terms under which that takes place. When the district was formed back in 99, whoever prepared the formation documents, Murdock, my old colleague, didn't make any provision for that at all.

I think we have more leeway to do what you want to do Jack if either Silverton or Deer Park really wanted to challenge it. They could say it's our responsibility to appoint the trustees. You can't tell us we can't we have to do it within 60 days. You can't tell us that you're removing a member because they have three unexcused absences. We appoint the members, so they could potentially raise an issue about that. I don't have a problem if we make the changes. I don't anticipate anybody's ever going to make an issue of it. But just so you know that that's the reason why I drafted the way I did and didn't make it more definitive on those points. It's just a question of what the board has the power to do versus what Silverton and in Deer Park have the power to do.

Jack Cameron - I think I understood that, my thought was if you have a less responsive group at Deer Park or Silverton, you can start with you got 60 days to fill it in. If they want to challenge it, then they can.

Alan Abes - I'm fine with these changes. And if it ever becomes an issue, which it probably never will, we can have a discussion.

I changed the agenda to streamline it a little bit. We have a lot of provisions on the agenda that no one ever responds to, and, frankly seem a little antiquated. So, I just streamlined the essential components of what we do. Obviously, anyone can always raise any topic for discussion. There's still a provision for discussion of old business and new business reports.

Anybody can always raise a topic we just eliminated some of the repetition that we had on the agenda. So that was one change.

And then the other change. So, you know, is back in Article One, Section B, which is on the first page. And again, this is also an issue that each of the member communities can assert power over, but we've had a provision in our bylaws specifying which categories of people can serve as trustees. And we had a numerical quota essentially for the different categories of people. And I got rid of that except for the provision that we had talked about.

I think it was last time we amended the bylaws that the board was clear that it wanted to do which is that we're not going to have more than one elected official from each community and more than one elected official from each community. You can have one of each, but not two elected officials and two on elected officials. So, I kept that because the board was clear at one of that. But in terms of the business owners or the residents, I didn't put a strict numerical limit on who can serve from each category. Sometimes it's hard to find trustees. So, I thought it would make more sense if we just said look, this is the pool of people you're going to choose from. But if it's two residents, that's fine. If it's two business owners, that's fine. Leave it up to the member communities to decide what they want to do in that regard. You can change that back, but I thought it was worth talking about as a suggestion.

Britt Born - I don't know how everybody else feels, but the only change that I would say we don't move forward with of Jack's changes would be about the website posting. Just because I don't want to lock us into something that's potentially really complicated to do.

A motion was made by Don Kincaid, seconded by William Jetter, to adopt the bylaws as proposed in the packet with the additional changes proposed by Jack Cameron, except for the provision regarding the website. A roll call vote was taken, all present voted aye, motion carried.

- Officer nominations. William Jetter made a motion, seconded by Mark Feldhaus to nominate Steve Imhoff, for President of the Deer Park Silverton Joint Fire District Fire Board. A roll call vote was taken, all members voted aye. Motion passed.
- Since the President is from Deer Park, the Vice President must be from Silverton.
- Don Kincaid made a motion, seconded by William Jetter to nominate Britt Born for Vice President of the Deer Park Silverton Fire Board. A roll call vote was taken, all members voted aye. Motion passed.
- President Steve Imhoff - Adopting the 2024 Board Meeting Dates.
Adoption of the 2023 regular board meeting dates. April 16, 2024, June 18, 2024, August 20, 2024, October 15, 2024, December 17, 2024 and then February 18, 2025.

A motion was made by William Jetter, seconded by Don Kincaid to adopt the 2024 Board Meeting dates. All present voted aye, motion passed.

- Fire Chief's evaluation – Alan Abes
The evaluations are almost done. There is a resolution to review the Chief's compensation for the coming year and an executive session in the regular meeting to discuss.

President Imhoff closed the Organizational meeting.

Regular Meeting – 5:01 pm

Approval of the board minutes from the regular meeting dated December 19, 2023, and January 30, 2024, Special Meeting. A motion was made by Britt Born, seconded by William Jetter to accept the minutes, a roll call vote was taken, 7 voted aye and 1 abstained. Motion passed.

REPORT OF THE DISTRICT CLERK

- Expense reports were presented.
- 2023 Financial Reports were presented – the district carried over a total of 2,183,261.14 to 2024 - which includes \$281,150.66 and \$332,927.00 that are reserved for the ambulances in a Capital Acquisition Fund.
- Debt –
 - REV Financial Services Note 2023 - **Principal 332,927 - Interest 5.35% - Maturity 2030**
 - REV Financial Services Note 2022- **Principal 306,412 - Interest 3.99% - Maturity 2029**
 - Quint PNC Note - **Principal 306,413 - Interest rate 3.00% - Maturity 2027**
- 2024 Year to date - 20.8% of budgeted revenue and have spent 10.6% of expenses.

A motion was made by William Jetter, seconded by Mark Feldhaus to accept the Clerk Treasurer report, all present voted aye – motion passed.

REPORT OF THE DIRECTOR OF OPERATIONS:

The 2008 ambulance is back and we're comfortable with it. Took a lot of work, several mechanics. We're still waiting for the final invoicing from Atlantic, but it is back in service, which now gives us a chance to get some of these other ones in for general maintenance.

I have included a purchase order to replace 10 mobile radios this year. For the vehicles and the back communications room so we can talk to the county dispatch and to our units. We've been using the Kenwood brand radios. Some of that information was in your packet as well. They are about half the price of the Motorola's we are happy with the ones we've had for about three years now on the mobile or on the portable side. I've had three mobiles in some of the vehicles - they worked out well.

On February 14 ,2024 - I had a meeting with Ron Hirth, the village manager of Golf Manor and their financial officer and they wanted to touch base since we're starting the third year of the contract with Golf Manor. They are pleased with the service. They're also pleased with the price point that we were able to offer compared to running their own fire department.

They want to make sure that we were happy with running their area. From the perspective of the crew, it's not been a problem. We love working with the citizens down there. I think it's improved our staffing here which also then in turn improves our service to Silverton and Deer Park. We think it's been a win for everybody. They are starting to put some feelers out about if we would like to make this a longer-term proposition than just the five years. I told him I would gauge the temperature to the board if we wanted to start some discussions now - to extend the contract. We still have three years to go. It's not a rush. But they asked me if I would bring it to the board's attention. They are happy with us. Any thoughts on the matter?

William Jetter - Start the discussion. Let's see how it goes. The reason why I say that is because yea, we're still in contract. It takes time for them.

Steve Imhoff

If they want to get a long-term contract, how long would they want the contract for?

William Jetter

I have a legal question. How long of a contract can we go?

The original thought when we entered this contract was not to make it too long. Because we wanted to see how it worked. We also had to make it long enough that Golf Manor knew that they would have service without having to go back out on the market again right away.

We discussed an eventual contract during those negotiations. But I know from the board's perspective at the time, the thought was let's keep the contract of a manageable length to make sure that if something changes, we're not locked in, and they're not locked in by one side or the other is unhappy.

I think when you consider the length of the contract, you want to think about walking that line between what will keep everybody in a stable, comfortable situation, but not blocking anybody in case. From a legal perspective, I don't think we have any significant limitation on how far we can go. I think it's more of a policy decision. And when you consider that policy decision, I would just think about how far out do you want to extend this just in case circumstances change? We all know that leadership changes, the same people who are writing the contract on both sides might not be here if you take the contract out too far. You just want to make sure that you have enough flexibility if needed.

William Jetter

I think it's worth a discussion. I mean, you get to see where they want to go but I must agree with you we don't want to go too far, but at the same time, we have got to look at where the future is and see how that works within our own plans here.

Denny Meador

We were fine initially at the five years.

William Jetter

It's best to put your feelers out. As a board we make an intelligent decision.

Alan Abes

You have a couple different ways that you can structure this one is just a few different ways. One, you can let the contract come close to expiring. Just negotiating a contract for a fixed amount of time. You can extend the contract, which is another option. You could also add a kind of rolling extension that can be terminated by any side with notice. So, you can say the contract will renew automatically for an additional one year, two years, three years, whatever you choose, except if one side provides six months advance notice or something like that.

So, there are a few different ways you can go to try to provide them with the security they want us with the flexibility we want. I don't think we have to rush into any discussion or decision like that. We just want to make sure that the pricing is accounted for appropriately because prices change as the price of gas changes. The price of equipment changes. I mean, look at what we've had in the last couple of years for equipment. You just want to make sure that any agreement you make on price doesn't sell yourself short. And it becomes a losing proposition.

Steve Imhoff

Then we've been running out for a certain amount of time, you can kind of project out.

Denny Meador

They're right around 650 to 700 runs a year based on the two years that we have, and then knowing what their history was. We have that data as well.

Steve Imhoff

There are certain areas of community that are going to call you more than other areas down there.

Denny Meador

I will work with Ron will do some things informally just to kind of get a feel. And as I need to reach out to individual board members for some input that might have a bit more background from these inter-governmental operations than we do. On that side, Columbia Township is as happy as can be too. I was at their last board meeting, and they are happy with the service they've been getting from us as well. And so again, that's kudos to the staff for making that happen. They've done a great job. So that's all I have for the board unless you have something else for me.

Steve Imhoff

How is the business with pharmaceuticals?

Denny Meador

Basically, we got an extension with Bethesda North for six months. They're making it so difficult to even do the paperwork. They're pushing us out, so that's fine. We did get an agreement with Bound Tree. To give us the sane pricing as other departments. They were going to charge us more. So, we had some discussions with their sales representatives. So, it's still going to be dependent on the drug. It could be a four- or five-time increase, but we budgeted for that. There are discussions at the county chief level, but that hasn't really gained much traction yet. It's a kind of logistics thing as part of it is licensing. Who holds it, who paid for that, how do you reimburse service and discussions at the at the Chiefs level, that if they can make it happen, so we'll see where that goes.

Community Events – Britt Born mentioned the Color Run on May 18, 2024.

Denny Meador

Every Memorial Day, we've done a cookout here. We're going to skip that this year and push out a more of an open house type event for our 25th anniversary - for the community in conjunction with the tail end of Fire Prevention Week. So that will be in October. We'll do an open house here. It gets us out of vacation time. Plus, the weather will be a little bit cooler.

We'd like to get a social type gathering off site sometime in the spring of the former members, and former board members, and other people that were involved in the creation of the Fire District.

Steve Imhoff

We should advertise and tell the news stations that we are celebrating 25 years of service.

Denny Meador

I'll reach out to some of the news organizations.

REPORT OR STATEMENTS BY TRUSTEES ON OLD BUSINESS OR STATEMENTS BY TRUSTEES ON OLD BUSINESS:

REPORT OR STATEMENTS BY TRUSTEES ON OLD BUSINESS OR STATEMENTS BY TRUSTEES ON NEW BUSINESS: The Fun Run will be on May 18, 2024

At 5:30 - A motion was made by Britt Born, seconded by Mark Feldhaus, to move into Executive Session pursuant to R.C. 121.22 (G)(1)" to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official."

A roll call vote was taken, all members present voted aye, motion passed.

At 5:50 – Regular Session resumes. No decisions or votes were taken.

DELIBERATIONS OF TRUSTEES REGARDING DISTRICT MATTERS, OPERATIONS, FINANCES, AND ANY PROPOSED RESOLUTIONS OR ENACTMENTS:

Clerk Joerger read by title only –

Resolution 2024– 02

A RESOLUTION TO MAKE ADDITIONAL APPROPRIATIONS FOR THE FISCAL YEAR ENDING DECEMBER 31,2024

A motion was made by Britt Born, seconded by Don Kincaid to accept resolution 2024-02,

A roll call vote was taken, all present voted aye, motion carried.

This resolution is appropriate for the purchase of the radios. Jack Cameron stated since we have this resolution, is **resolution 2024-06** A resolution authorizing the purchase of radio equipment necessary?
Denny Meador stated that he was just going by past practices of the board. Alan Abes said that we did not need resolution 2024-06.

Clerk Joerger read by title only –

Resolution 2024- 03

**A RESOLUTION AUTHORIZING THE INTERNET AUCTION OF
UNNEEDED FIRE DISTRICT PERSONAL PROPERTY**

A motion was made by William Jetter, seconded by Britt Born to accept resolution 2024-03,
A roll call vote was taken, all present voted aye, motion carried.

Clerk Joerger read by title only –

Resolution 2024 – 04

**A RESOLUTION MODIFYING THE DISTRICT
FIRE CHIEF/DIRECTOR OF OPERATIONS' COMPENSATION**

A motion was made by Jack Cameron, seconded by Britt Born to amend this resolution in section one to include the salary amount of 115,000.00 effective the first pay period of 2024.
Roll call vote was taken, all present voted aye. Motion carried.

A motion was made by Jack Cameron, seconded by Mark Feldhaus to accept resolution 2024-04,
A roll call vote was taken, all present voted aye, motion carried.

Clerk Joerger read by title only –

Resolution 2024 – 05

**A RESOLUTION MODIFYING COMPENSATION FOR
THE PART-TIME ACCOUNTING CLERK POSITION**

A motion was made by Britt Born, seconded Mark Feldhaus by to accept resolution 2024-05,
A roll call vote was taken, all present voted aye, motion carried.

**A motion was made by Frank Maupin, seconded by Mark Feldhaus, to Adjourn the
meeting at 6:00 PM**

Respectfully submitted.

Belinda C. Joerger Clerk Treasurer

Steve Imhoff - President