

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, FEBRUARY 12, 2026 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Thursday, February 12, 2026 - 7:00p.m.

Trustee Bixler, Trustee Cline, Trustee Lambert, Trustee Miknis, and Trustee Snyder present
Absent: None

Fire Chief - Richard Annen, Assistant Chief – Kevin Alloway,
Assistant Chief – T.J. Rombach, Fiscal Officer – Chauntelle Skirtich,

Trustee Snyder called the meeting to order at 7:00 p.m.

Mr. Miknis made a motion to appoint Bryan Bixler as the fifth member of the Board of Trustees for a 2 year term retroactive to January 1, 2026 seconded by Mr. Lambert. Voting YES – Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder

Fifth Board Member Bryan Bixler was sworn in.

MEETING MINUTES

Mr. Cline made a motion to approve the Minutes of the Regular Meeting on January 8, 2026, seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis, and Mr. Snyder

PUBLIC SPEAKS:

Austin King – DataPoynt – reviewed proposal for IT services

TRUSTEES:

Mr. Lambert made a motion to approve AD&D Provident Insurance quote that renews March 29, 2026 at the ‘Present Plan’ amount and open a PO to Whitaker Myers in the amount of \$3,523.00, seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder

Discussion RE:

- Current IT protocols/assignments
- Cybersecurity Policy requirement
- Update on heaters at original station
- Water meters/rate changes
- Fire Inspector report

FIRE CHIEF:

Mr. Bixler made a motion to approve splitting the IT stipend among the individuals that have picked up those duties, making their total stipends as follows per chief. Kayla Bailey = \$350.00, Tom Baum = \$350.00 and Roger Carpenter = \$75.00, seconded by Mr. Lambert. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis, and Mr. Snyder

Discussion RE:

- 98 calls with 62 transports January 2026 – 14 multi-calls
- FF-2 School
- Officer Meeting

FISCAL OFFICER:

Mr. Miknis made a motion to approve bills paid as presented, total of \$68,679.07. Motion seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis, and Mr. Snyder

Mr. Bixler made a motion to approve payroll expenses of \$53,333.31. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis, and Mr. Snyder

Mr. Bixler made a motion to approve and sign the January 2026 bank reconciliation. Motion seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis, and Mr. Snyder

Mr. Lambert made a motion to approve the 2026 Permanent Budget of \$1,367,918.25, as presented (Attachment ‘A’). Motion seconded by Mr. Miknis:

Roll Call Vote:

Mr. Bixler	YES
Mr. Cline	YES
Mr. Lambert	YES
Mr. Miknis	YES
Mr. Snyder	YES

Mr. Bixler made a motion to approve closing the following BCs:

BCs

5-2026 = Repairs & Maintenance – General Fund

6-2026 = Repairs & Maintenance – EMS Fund

Motion seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Bixler made a motion to approve opening the following BCs and PO:

BCs

\$ 5,000.00 = Repairs & Maintenance – General Fund

\$ 5,000.00 = Repairs & Maintenance – EMS Fund

POs

\$ 5,000.00 = J’s Vehicle Service – General & EMS Funds

Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder

Discussion RE:

- Update on Receipts
- Financial Reports available for review –provided in digital format to Board

PUBLIC SPEAKS:

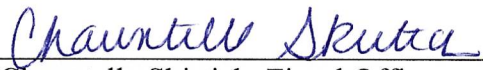
No public speakers at this time.

FYI:

- Next Meeting March 12, 2026 7:00pm

ADJOURN:

No further business coming before the Board, Mr. Bixler made a motion to adjourn at 8:28 p.m., seconded by Mr. Lambert. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis, and Mr. Snyder

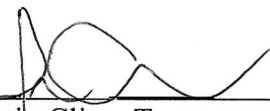


Chauntelle Skirtich, Fiscal Officer

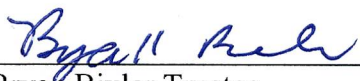


Charles Snyder, Chairman

William Miknis, Vice Chairman



Justin Cline, Trustee



Bryan Bixler, Trustee



Ronald Lambert, Trustee



Navarre-Bethlehem Joint Fire District
34 South Main Street, Navarre Ohio 44662
Phone: 330-879-5840
www.erievalleyfire.org
Fire Chief: Rick Annen

District Appropriation Resolution – Permanent

The Navarre Bethlehem Joint Fire District Board of Trustees, Stark County Ohio, met in Regular Session on the 12th day of February, 2026 with the following members present:

Bryan Bixler X Justin Cline X Ronald Lambert X William Miknis X Charles Snyder X

Mr. Lambert moved the adoption of the following :

BE IT RESOLVED by the Board of Trustees of the Navarre Bethlehem Joint Fire District, Stark County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31st, 2026 the following sums be and are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

General Fund 1000

That there be appropriated from the GENERAL FUND:

1000-110-100	Salaries	\$340,000.00
1000-110-150	Compensation of Board and Commission Members	\$3,000.00
1000-110-211	Ohio Public Employees Retirement System	\$3,300.00
1000-110-212	Social Security	\$23,000.00
1000-110-213	Medicare	\$6,000.00
1000-110-230	Workers Compensation	\$30,000.00
1000-110-251	Uniform, Tool and Equipment Reimbursement	\$2,500.00
1000-110-312	Auditing Services	\$5,000.00

1000-110-313	Uniform Accounting Network Fees	\$3,000.00
1000-110-314	Tax Collection Fees	\$12,000.00
1000-110-315	Election Expenses	\$1,200.00
1000-110-318	Training Services	\$10,000.00
1000-110-319	Other - Professional and Technical Services	\$50,000.00
1000-110-323	Repairs and Maintenance	\$70,000.00
1000-110-341	Telephone	\$1,700.00
1000-110-342	Postage	\$250.00
1000-110-345	Advertising	\$500.00
1000-110-351	Electricity	\$8,500.00
1000-110-352	Water and Sewage	\$1,200.00
1000-110-353	Natural Gas	\$6,000.00
1000-110-359	Other -Utilities	\$2,000.00
1000-110-381	Property Insurance Premiums	\$16,000.00
1000-110-382	Liability Insurance Premiums	\$4,000.00
1000-110-410	Office Supplies	\$2,500.00
1000-110-420	Operating Supplies	\$25,000.00
1000-110-430	Small Tools and Minor Equipment	\$10,000.00
1000-110-490	Other -Supplies and Materials	\$15,000.00
1000-110-510	Dues and Fees	\$7,500.00
1000-110-590	Other Expenses	\$65,000.00
1000-110-599	Other - Other Expenses	\$60,072.66
1000-760-740	Machinery. Equipment and Furniture	\$6,450.00
1000-820-820	Loan Principal	\$85,000.00
1000-830-830	Loan Interest	\$11,000.00

Total General Fund

\$886,672.66

Ambulance and EMS Services 2281

That there be appropriated from the EMS Services FUND:

2281-230-100	Salaries	\$220,000.00
2281-230-212	Social Security	\$12,750.00
2281-230-213	Medicare	\$4,750.00
2281-230-312	Auditing Services	\$2,500.00
2281-230-313	Uniform Accounting Network Fees	\$1,000.00
2281-230-318	Training Services	\$10,000.00
2281-230-319	Other - Professional and Technical Services	\$20,000.00
2281-230-323	Repairs and Maintenance	\$30,000.00
2281-230-359	Other -Utilities	\$3,600.00
2281-230-360	Contracted Services	\$25,000.00
2281-230-381	Property Insurance Premiums	\$5,000.00
2281-230-382	Liability Insurance Premiums	\$2,000.00
2281-230-420	Operating Supplies	\$10,000.00

2281-230-490	Other - Supplies and Materials	\$7,500.00
2281-230-510	Dues and Fees	\$2,500.00
2281-230-590	Other Expenses	\$85,095.59
2281-230-599	Other - Other Expenses	\$8,000.00
2281-760-740	Machinery, Equipment and Furniture	\$7,500.00
2281-820-820	Loan Principal	\$18,500.00
2281-830-830	Loan Interest	\$550.00

Total EMS Services Fund \$481,245.59

2026 Navarre Bethlehem Joint Fire District Permanent Appropriations

1000	General Fund	\$886,672.66
2281	EMS Fund	<u>\$481,245.59</u>

Grand Total All Funds \$1,367,918.25

Mr. Miknis seconded the motion and the roll being called upon its adoption as follows:

Bryan Bixler: YES Justin Cline: YES Ronald Lambert: YES
 William Miknis: YES Charles Snyder: YES

ADOPTED: February 12th, 2026.

CERTIFICATE OF THE FISCAL OFFICER

I, Chauntelle Skirtich, Fiscal Officer of the Navarre-Bethlehem Joint Fire District, in whose custody and control the files and records of said board are required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original resolution now on file; that the foregoing has been compared by me with said original resolution; and that the same is a true and correct copy thereof.


 CLERK - NAVARRE-BETHLEHEM
 JOINT FIRE DISTRICT