

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, MARCH 13, 2025 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Thursday, March 13, 2025 - 7:00p.m.

Trustee Bixler, Trustee Cline, Trustee Lambert, Trustee Miknis and Trustee Snyder present

Absent: None

Attorney Terry Seeberger, Assistant Chief – Kevin Alloway, Assistant Chief – TJ Rombach,
Fiscal Officer – Chauntelle Skirtich, and Chief Annen via telephone

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

MEETING MINUTES

Mr. Lamber made a motion to approve the Minutes of the Regular Meeting on February 11, 2025, seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis ABSTAIN – Mr. Snyder

PUBLIC SPEAKS:

No Public Speaks at this time

TRUSTEES:

Discussion RE:

- Upcoming Levy Options
- Fire Inspection Report

FIRE CHIEF:

Mr. Miknis made a motion to approve removing Ben Miller as Lieutenant, seconded by Mr. Lambert. Discussion regarding holding a hearing – Motion Tabled.

Mr. Bixler made a motion to approve the purchase of one new set of gear at a cost not to exceed \$4,000.00 and open a purchase order to Municipal Emergency Service for \$4,000.00, seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Bixler made a motion to approve Roger Carpenter, Rick King and Jen Mohler as active members, seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Cline made a motion to sell the Stihl K12 concrete saw to Lantzer & Son Paving for \$600.00, finding the fair market value is \$600.00. Motion was seconded by Mr. Lambert, Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder

Discussion RE:

- 87 calls in February with 52 transports
- 15 multi-calls – 29 multi-calls for 2025
- Purchased K12 saw
- Commend Kayla Bailey for her command role at the Blough Ave. barn fire

FISCAL OFFICER:

Mr. Bixler made a motion to approve bills paid as presented, total of \$24,377.31. 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 payroll expenses of \$43,977.10. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Miknis made a motion to approve and sign the February 2025 bank reconciliation. 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 Fiscal Officer sign mowing agreement with T. Rowley for weekly mowing at \$50.00 each week. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis

Mr. Miknis made a motion to approve opening the following POs:

PO

\$ 700.00 – Culligan of Dover – General Fund

\$ 7,783.17 – Stryker Sales LLC – EMS Fund

\$13,657.55 – Stryker Sales Corp – Flex Financial – EMS Fund

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 closing the following POs:

PO

PO – 7 – Stryker Sales LLC

PO – 15 – Staley Technologies

PO – 20 – Dr. Rob Norman

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

FYI

- Update on Receipts
- Financial Reports available for review –provided in digital format to Board
- Next Meeting April 10, 2025 7:00pm

PUBLIC SPEAKS:

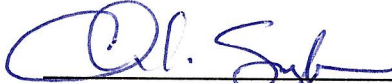
No public speakers at this time.

ADJOURN:


No further business coming before the Board, Mr. Bixler made a motion to adjourn at 9:01 p.m., seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, Mr. Miknis and Mr. Snyder




Chauntelle Skirtich, Fiscal Officer



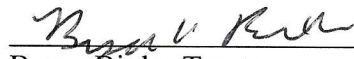
Charles Snyder, Chairman



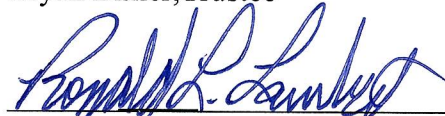
William Miknis, Vice Chairman



Justin Cline, Trustee



Bryan Bixler, Trustee



Ronald Lambert, Trustee