

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD TUESDAY, DECEMBER 15, 2022 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Tuesday, December 15, 2022 - 7:00p.m.

Trustee Benson, Trustee Bixler, Trustee Dearing, Trustee Savage and Trustee Snyder(arrived at 7:09)present

Also in Attendance:

Fire Chief - Richard Annen, Assistant Chief Rombach, Assistant Chief Alloway, EMS Officer Baum,
Fire Inspector Shanower and Fiscal Officer - Chauntelle Skirtich,

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

REGULAR MEETING MINUTES

Mr. Dearing made a motion to approve the Minutes of the Regular Meeting on November 3, 2022, seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing and Mr. Savage

PUBLIC SPEAKS:

No Public Speaks

TRUSTEES:

FYI Discussion Regarding:

- Utility 1 ready to be put on service
- Inspector Shanower – update on TSC and communication regarding new businesses

FIRE CHIEF:

Mr. Dearing made a motion to move into Executive Session at 7:15 p.m. with Trustees, and inviting Chief Annen, Attorney Seeberger, Assistant Chief Rombach, Assistant Chief Alloway and Fiscal Officer to consider the employment, discipline, and dismissal of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, per Ohio Revised Code Section 121.22(G)(4). Motion seconded by Mr. Bixler:

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Savage	YES
Mr. Snyder	YES

Mr. Snyder made a motion to move out of Executive Session at 7:55 p.m. Motion seconded by Mr. Bixler
Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Savage	YES
Mr. Snyder	YES

Trustee Bixler made a motion to add Ryan Mikrut, and Ryan Johnson FF/EMT to the roster. Motion was seconded by Mr. Dearing, Voting YES - Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Trustee Snyder made a motion to remove Kris Moll, Tyler Rowley, Tia Cruise and Katelyn Doering from roster. Motion was seconded by Mr. Benson, Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Trustee Bixler made a motion to approve sending 6 members each day to the Jackson Fire Expo January 14th and 15th at a cost not to exceed \$780.00. Motion was seconded by Mr. Dearing, Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Trustee Benson made a motion to approve 2023 pay rates and positions as distributed in attachment ‘E’. Motion was seconded by Mr. Snyder, Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Trustee Bixler made a motion to approve Chief send a letter to Village of Brewster charging for EMS/Pubic Service assistance. Motion was seconded by Mr. Dearing, Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

FYI Discussion Regarding:

- 82 Calls in November 2022 – 1102 year to date 2022
- 2023 Capital Improvements
- Medicare Audit
- Mutual Aid – Perry FD
- Appreciation Dinner 1/21/2023

FISCAL OFFICER:

Mr. Snyder made a motion to approve bills paid as presented, total of \$39,406.73. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Benson made a motion to approve payroll paid as presented, total of \$43,570.23. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Snyder made a motion to approve and sign the November 2022 bank reconciliation. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Dearing made a motion to approve Fiscal Officer pay invoices through the end of year providing funds are already encumbered for the expense. Motion seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Bixler made a motion to approve Fiscal Officer close all POs and BCs for end of year processing. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Snyder made a motion to retain Huntington Bank as public depository for the District. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Snyder made a motion to approve Fiscal Officer request advances from the Stark County Auditor for Real Estate Tax reimbursements for tax year 2022 payable in 2023. Motion seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Benson made a motion to approve the 2023 Temporary Budget of \$1,304,500.00, as presented (Attachment 'A'). Motion seconded by Mr. Bixler:

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Savage	YES
Mr. Snyder	YES

Mr. Snyder made a motion to approve to set the Fiscal Officer 2023 salary in accord with the 2023 Compensation Chart presented in Attachment 'B' to coincide with the budget amount of \$1,304,500.00. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Benson made a motion to approve opening the POs and BCs as presented in attachment 'C'. Motion was seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Dearing made a motion to approve the Fiscal Officer conduct operational transfers within funds as necessary. Motion seconded by Mr. Snyder. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Bixler made a motion to approve the Fiscal Officer to make electronic payments for payroll taxes, retirement payments, and the credit card when necessary. Motion seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Mr. Benson made a motion to approve the 2023 Meeting Dates as presented in attachment 'D'. Motion was seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

Discussion RE:

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

PUBLIC SPEAKS:

EMS Officer Baum – Maintenance Contract with Stryker for cot maintenance

Mr. Snyder made a motion to approve the 5 year Maintenance Contract with Stryker at an annual cost of \$8,434.27 and open a purchase order in that amount to Stryker and authorize EMS Officer and Fiscal Officer execute all necessary documents.. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder

FYI:

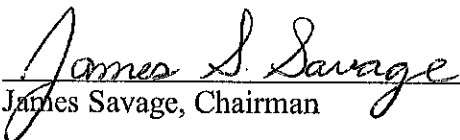
- Next Meeting Jan. 12, 2023 7:00pm

ADJOURN:

No further business coming before the Board, Mr. Snyder made a motion to adjourn at 8:25 p.m., seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Savage and Mr. Snyder



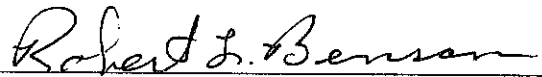
Chauntelle Skirtich, Fiscal Officer



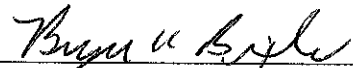
James Savage, Chairman



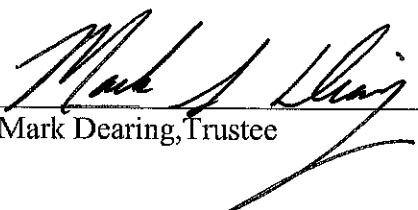
Charles Snyder, Vice Chairman



Robert Benson, Trustee



Bryan Bixler, Trustee



Mark Dearing, 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 – Temporary

The Navarre Bethlehem Joint Fire District Board of Trustees, Stark County Ohio, met in Regular Session on the 15th of December, 2022 with the following members present :

Robert Benson ____ Bryan Bixler ____ Mark Dearing ____ James Savage ____ Charles Snyder ____

Mr. _____ 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, 2023 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	\$320,000.00
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	\$35,000.00
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	\$20,000.00
1000-110-319	Other - Professional and Technical Services	\$40,000.00
1000-110-323	Repairs and Maintenance	\$40,000.00
1000-110-341	Telephone	\$2,000.00
1000-110-342	Postage	\$500.00
1000-110-345	Advertising	\$500.00
1000-110-351	Electricity	\$7,500.00
1000-110-352	Water and Sewage	\$1,200.00
1000-110-353	Natural Gas	\$7,000.00
1000-110-359	Other -Utilities	\$2,000.00
1000-110-381	Property Insurance Premiums	\$25,000.00
1000-110-382	Liability Insurance Premiums	\$8,000.00
1000-110-410	Office Supplies	\$2,500.00
1000-110-420	Operating Supplies	\$15,000.00
1000-110-430	Small Tools and Minor Equipment	\$10,000.00
1000-110-490	Other -Supplies and Materials	\$10,000.00
1000-110-510	Dues and Fees	\$1,500.00
1000-110-590	Other Expenses	\$36,300.00
1000-760-740	Machinery. Equipment and Furniture	\$10,000.00
1000-820-820	Loan Principal	\$72,000.00
1000-830-830	Loan Interest	\$20,000.00

Total General Fund \$745,000.00

Ambulance and EMS Services 2281

That there be appropriated from the EMS Services FUND:

2281-230-100	Salaries	\$200,000.00
2281-230-212	Social Security	\$12,400.00
2281-230-213	Medicare	\$3,000.00
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	\$25,000.00
2281-230-323	Repairs and Maintenance	\$20,000.00
2281-230-359	Other -Utilities	\$3,000.00
2281-230-360	Contracted Services	\$25,000.00
2281-230-381	Property Insurance Premiums	\$7,500.00
2281-230-382	Liability Insurance Premiums	\$2,000.00
2281-230-420	Operating Supplies	\$25,000.00

2281-230-490	Other - Supplies and Materials	\$20,000.00
2281-230-590	Other Expenses	\$101,600.00
2281-230-599	Other - Other Expenses	\$75,000.00
1000-820-820	Loan Principal	\$19,000.00
1000-830-830	Loan Interest	\$7,500.00

Total EMS Services Fund \$559,500.00

2023 Navarre Bethlehem Joint Fire District Temporary Appropriations

1000	General Fund	\$745,000.00
2281	EMS Fund	<u>\$559,500.00</u>

Grand Total All Funds \$1,304,500.00

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

Robert Benson: _____ Bryan Bixler: _____ Mark Dearing: _____
James Savage: _____ Charles Snyder: _____

ADOPTED: December 15th, 2022.

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

2023 Compensation Charts

The most recent compensation adjustments for township officials took effect December 27, 2018 (SB 296- 132nd General Assembly). The law provides for a 1.75% cost of living adjustment (COLA) each year through 2028. As of January 1, 2022, **ALL** township officials are eligible for the increase each year through 2028.

Per ORC §§505.24 and 507.09, township trustee and fiscal officer salaries are based on the annual budget of the township. Per the Auditor of State's office, the annual budget is the township's estimated resources, or amended estimated resources. If you have any questions about the compensation charts, please do not hesitate to contact the State Association office.

FISCAL OFFICER COMPENSATION ANNUAL SALARY

Township Budget	Pay for 2019 (1.75%) <i>**Only applies to officials that were appointed or elected ON or AFTER Dec. 27, 2018</i>	Pay for 2020 (1.75%) <i>**Only applies to officials that were appointed or elected ON or AFTER Dec. 27, 2018</i>	Pay for 2021 (1.75%) <i>**Only applies to officials that were appointed or elected ON or AFTER Dec. 27, 2018</i>	Pay for 2022 (1.75%) <i>** Applies to ALL elected officials</i>	Pay for 2023 (1.75%) <i>** Applies to ALL elected officials</i>
\$250,000 or less	\$11,109	\$11,303	\$11,501	\$11,702	\$11,907
\$250,000.01 - 500,000	\$14,285	\$14,535	\$14,789	\$15,048	\$15,311
\$500,000.01 - 750,000	\$15,870	\$16,148	\$16,431	\$16,719	\$17,012
\$750,000.01 - 1,500,000	\$19,045	\$19,378	\$19,717	\$20,062	\$20,413
\$1,500,000.01 - 3,500,000	\$22,218	\$22,607	\$23,003	\$23,406	\$23,816
\$3,500,000.01 - 6,000,000	\$23,805	\$24,222	\$24,646	\$25,077	\$25,516
\$6,000,000.01 - 10,000,000	\$27,322	\$27,800	\$28,287	\$28,782	\$29,286
Greater than \$10,000,000	\$31,608	\$32,161	\$32,724	\$33,297	\$33,880

TRUSTEE COMPENSATION AMOUNT PER DAY, NOT TO EXCEED 200 DAYS PER YEAR *(IF PAID SALARY, 200 TIMES DAILY RATE, PAID MONTHLY)*

Township Budget	Pay for 2019 (1.75%) <i>** Only applies to officials that were appointed or elected ON or AFTER Dec. 27, 2018</i>	Pay for 2020 (1.75%) <i>** Only applies to officials that were appointed or elected ON or AFTER Dec. 27, 2018</i>	Pay for 2021 (1.75%) <i>** Only applies to officials that were appointed or elected ON or AFTER Dec. 27, 2018</i>	Pay for 2022 (1.75%) <i>** Applies to ALL elected officials</i>	Pay for 2023 (1.75%) <i>** Applies to ALL elected officials</i>
\$250,000 or less	\$41.12	\$41.84	\$42.57	\$43.31	\$44.07
\$250,000.01 - 500,000	\$47.62	\$48.45	\$49.30	\$50.16	\$51.04
\$500,000.01 - 750,000	\$50.50	\$51.38	\$52.28	\$53.19	\$54.12
\$750,000.01 - 1,500,000	\$57.70	\$58.71	\$59.74	\$60.79	\$61.85
\$1,500,000.01 - 3,500,000	\$63.48	\$64.59	\$65.72	\$66.87	\$68.04
\$3,500,000.01 - 6,000,000	\$69.25	\$70.46	\$71.69	\$72.94	\$74.22
\$6,000,000.01 - 10,000,000	\$89.73	\$91.30	\$92.90	\$94.53	\$96.18
Greater than \$10,000,000	\$115.36	\$117.38	\$119.43	\$121.52	\$123.65

(updated June 2022)



Navarre-Bethlehem Joint Fire District

34 South Main Street, Navarre Ohio 44662

Phone : 330-879-5840

www.erievalleyfire.org

Fire Chief Riek Annen

December 15, 2022

Beginning of Year 2022 Purchase Orders & Blanket Certificates

Approve Opening the following BCs:

- \$ 7,500.00 – Other Expenses – General Fund
- \$ 7,500.00 – Workers Comp (True-Up) – General Fund
- \$ 5,000.00 – Supplies & Materials – General Fund
- \$ 5,000.00 – Training – General Fund
- \$ 5,000.00 – Natural Gas – General Fund
- \$ 2,000.00 – Telephone – General Fund
- \$ 2,500.00 – Small Tools and Minor Equipment – General Fund
- \$ 1,500.00 – Other Utilities – General Fund
- \$ 2,000.00 – Office Supplies – General Fund
- \$ 1,000.00 – Dues & Fees – General Fund
- \$ 250.00 – Postage – General Fund
- \$ 7,500.00 – Other Expenses – EMS Fund
- \$ 5,000.00 – Supplies & Materials – EMS Fund
- \$ 5,000.00 – Operating Supplies – EMS Fund
- \$ 5,000.00 – Training Services – EMS Fund
- \$ 2,400.00 – Other Utilities – EMS Fund

Approve Opening the following POs:

- \$112,800.00 – The Apple Creek Banking - General Fund & EMS
- \$ 50,000.00 – L.O.G.I.C Red Center – General & EMS Fund
- \$ 18,000.00 – Ohio Billing – EMS Fund
- \$ 22,000.00 – BWC – Workers Comp. – General Fund
- \$ 22,000.00 – Whitaker-Myers – General Fund
- \$ 10,000.00 – All American Fire Equipment – General Fund
- \$ 15,000.00 – Superfleet Mastercard – General & EMS Fund
- \$ 5,000.00 – Bound Tree Medical – EMS Fund
- \$ 5,000.00 – Ohio Edison – General Fund
- \$ 5,000.00 – MPI Service– General & EMS Funds
- \$ 3,500.00 – Treasurer State of Ohio – UAN Fees
- \$ 1,500.00 – Village of Navarre(Water & Sewer) General Fund
- \$ 2,500.00 – Wingfoot Commercial Tire – General & EMS Fund
- \$ 1,000.00 – Don Smith Napa Auto Parts – General & EMS Fund
- \$ 1,500.00 – T. Rowley – General Fund
- \$ 750.00 – Dr. Rob Norman – General Fund
- \$ 750.00 – Kimble – General Fund



Navarre-Bethlehem Joint Fire District

34 South Main Street, Navarre Ohio 44662

Phone : 330-879-5840

www.erievalleyfire.org

Fire Chief Rick Annen

2023 Regular Meeting Dates

January 12, 2023

February 9, 2023

March 16, 2023

April 6, 2023

May 11, 2023

June 8, 2023

July 13, 2023

August 10, 2023

September 14, 2023

October 12, 2023

November 9, 2023

December 14, 2023

Navarre-Bethlehem Joint Fire District Board of Trustees

James Savage– Chairman

Charles Snyder– Vice Chairman

Robert Benson

Bryan Bixler

Mark Dearing