

**MINUTES OF THE REGULAR MEETING OF  
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT  
HELD THURSDAY, OCTOBER 9, 2025 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on  
Thursday, October 9, 2025 - 7:00p.m.

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

Absent: None

Chief – Rick Annen, Asst. Chief – Kevin Alloway, Asst. Chief – T.J. Rombach.

Fiscal Officer – Chauntelle Skirtich Members- Brad Bailey, Austin King and Mike Turner

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

**MEETING MINUTES**

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

**PUBLIC SPEAKS:**

Michelle Dearing and Family – Presented check to Fire District for proceeds from 1<sup>st</sup> Mark Dearing Memorial Run

**TRUSTEES:**

**FYI:**

- Fire Inspection update
- Cyber Security
- 10 year Anniversary in 2026

**FIRE CHIEF:**

Mr. Miknis made a motion to move into Executive Session at 7:21 p.m. with Trustees, and inviting Fiscal Officer and Assistant Chief Alloway 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)(1). Motion seconded by Mr. Cline:

Roll Call Vote:

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

Mr. Bixler made a motion to move out of Executive Session at 7:38 p.m. Motion seconded by Mr. Lambert  
Roll Call Vote:

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

Mr. Miknis made a motion to accept add Allison Merry to the roster as a probationary member. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder

**FYI:**

- 99 calls in September with 73 transports – 2024 had 85 calls with 47 transports
- 932 Total calls with 535 transports year to date – 943 calls with 538 transports last year
- 17 multi-calls – 176 multi-calls for 2025
- Levy Update
- Officer Meeting
- Hose Testing
- AIG Grant for new monitors

**FISCAL OFFICER:**

Mr. Cline made a motion to approve bills paid as presented, total of \$36,306.17. Motion seconded by Mr. Lambert. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Bixler made a motion to approve payroll expenses of \$45,011.90. Motion seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Miknis made a motion to approve and sign the September 2025 bank reconciliation. Motion seconded by Mr. Lambert. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder

Mr. Lambert made a motion to approve closing the following POs:

**POs**

6-2025 – WEX Bank

25-2025 – Municipal Emergency Services

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 POs:

**POs**

\$ 4,000.00 – ESO

\$ 3,000.00 – WEX Bank

Motion seconded by Mr. Cline. 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
- 3<sup>rd</sup> Quarter Tax Filings Complete
- Fiscal Officer out of town 10/12-10/19
- Next Meeting November 13, 2025 7:00pm

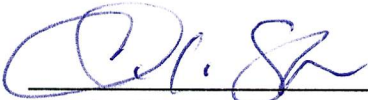
**PUBLIC SPEAKS:**

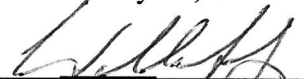
No Public Speaks at this time

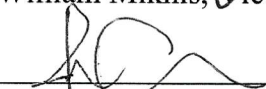
**ADJOURN:**

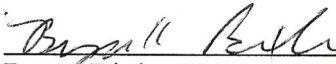
No further business coming before the Board, Mr. Lambert made a motion to adjourn at 8:16 p.m., seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline Mr. Lambert, Mr. Miknis and Mr. Snyder


  
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Chauntelle Skirtich, Fiscal Officer

  
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Charles Snyder, Chairman

  
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William Miknis, Vice Chairman

  
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Justin Cline, Trustee

  
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Bryan Bixler, Trustee

  
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Ronald Lambert, Trustee