

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD TUESDAY, FEBRUARY 11, 2025 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Tuesday, February 11, 2025 - 7:00p.m.

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

Absent: Trustee Snyder

Attorney Terry Seeberger, Fire Chief - Richard Annen and Fiscal Officer – Chauntelle Skirtich,

Trustee Miknis 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 January 9, 2025, seconded by Mr. Lambert. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis

PUBLIC SPEAKS:

No Public Speaks at this time

TRUSTEES:

Discussion RE:

- Upcoming Levy
- Fire Inspection Report
- IT Report - ESO product is good, customer support is lacking

FIRE CHIEF:

Mr. Lambert made a motion to approve Chief Annen move forward with water cooler for station from Culligan Water, seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis

Discussion RE:

- 103 calls in January with 66 transports
- 14 multi-calls
- All 3 members passed VFD class
- Equipment listed on GovDeals
- ESO to put on March class for NFR
- Verbal warning

FISCAL OFFICER:

Mr. Bixler made a motion to approve bills paid as presented, total of \$33,010.09. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis



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 11th of February, 2025 with the following members present:

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

Mr. Bixler 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, 2025 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	\$43,500.00
1000-110-323	Repairs and Maintenance	\$40,000.00
1000-110-341	Telephone	\$1,700.00
1000-110-342	Postage	\$250.00
1000-110-345	Advertising	\$500.00
1000-110-351	Electricity	\$7,500.00
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	\$19,452.12
1000-760-740	Machinery. Equipment and Furniture	\$6,450.00
1000-820-820	Loan Principal	\$80,000.00
1000-830-830	Loan Interest	\$16,000.00

Total General Fund

\$808,552.12

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	\$25,000.00
2281-230-323	Repairs and Maintenance	\$20,000.00
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	\$20,000.00
2281-230-490	Other - Supplies and Materials	\$15,000.00
2281-230-510	Dues and Fees	\$2,500.00
2281-230-590	Other Expenses	\$60,000.00
2281-230-599	Other - Other Expenses	\$36,802.32
2281-760-740	Machinery, Equipment and Furniture	\$14,000.00
2281-820-820	Loan Principal	\$18,000.00
2281-830-830	Loan Interest	\$1,400.00

Total EMS Services Fund \$499,302.32

2025 Navarre Bethlehem Joint Fire District Permanent Appropriations

1000	General Fund	\$808,552.12
2281	EMS Fund	\$499,302.32

Grand Total All Funds \$1,307,854.44


Mr. Cline 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

ADOPTED: February 11th, 2025.

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

Mr. Bixler made a motion to approve payroll expenses of \$46,351.99. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis

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

Mr. Bixler made a motion to approve the 2025 Permanent Budget of \$137,854.44, as presented (Attachment 'A'). Motion seconded by Mr. Cline:

Roll Call Vote:

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

Mr. Bixler made a motion to approve Chief and Fiscal Officer sign Waystar credit card agreement and return to Ohio Billing for them to start taking credit card payments for us. Motion seconded by Mr. Cline. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis

FYI

- Update on Receipts
- Financial Reports available for review –provided in digital format to Board
- Waystar
- Amazon Business Account
- Next Meeting March 13, 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 8:09 p.m., seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Lambert, and Mr. Miknis



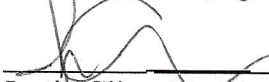
Chauntelle Skirtich, Fiscal Officer

Absent

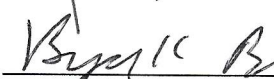
Charles Snyder, Chairman



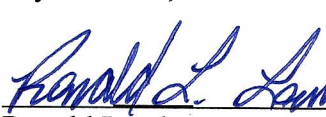
William Miknis, Vice Chairman



Justin Cline, Trustee



Bryan Bixler, Trustee



Ronald Lambert, Trustee