

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, OCTOBER 12, 2023 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Thursday, October 12, 2023 - 7:00p.m.
Trustee Benson, Trustee Bixler, Trustee Miknis and Trustee Snyder present
Absent: Trustee Dearing
Also in Attendance:
Fire Chief - Richard Annen, Assistant Chief – Kevin Alloway
Attorney Terry Seeberger
and Fiscal Officer - Chauntelle Skirtich,

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

REGULAR MEETING MINUTES

Mr. Miknis made a motion to approve the Minutes of the Regular Meeting on September 14, 2023, seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder

PUBLIC SPEAKS:

No public speakers at this time.

TRUSTEES:

FIRE CHIEF:

Mr. Miknis made a motion to approve adding Michelle Miller as a probationary member. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder

Mr. Bixler made a motion to approve the purchase and installation of decals on the enclosed trailer from Pro Art at a cost of \$1,542.00 and open a purchase order to Pro Art in that amount. Motion seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder

Discussion RE:

- 98 calls with 58 transports in September 2023 – 8 EMS mutual aids and 1 fire mutual aid
- 2023 Totals = 903 calls with 555 transports
- Officer Meeting will be held October 15, 2023
- Grain Bin Class – March 2024
- Association Open House – October 14th – Fire Prevention Week

FISCAL OFFICER:

Mr. Miknis made a motion to approve bills paid as presented, total of \$54,110.88. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder

Mr. Bixler made a motion to approve payroll expenses of \$64,498.31. Motion seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder

Mr. Benson made a motion to approve and sign the September 2023 Bank Reconciliation. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder

Mr. Miknis made a motion to approve closing the following BCs and POs:

BCs

BC – 12 – Other Expenses – EMS Fund

POs

PO – 2 – Ohio Billing

PO – 17– Whitaker Myers

PO – 21 – Fire Force

PO – 34 – Whitaker Myers

PO – 39 – Majestic Trailer

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

Mr. Benson made a motion to approve opening the following BCs and POs:

BCs

\$ 5,000.00 – Other Expenses – EMS Fund

POs

\$ 5,000.00 – Ohio Billing – EMS Fund

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

Mr. Benson made a motion to approve moving the November 2023 Meeting to November 2, 2023. Motion seconded by Mr. Miknis. Voting YES – Mr. Benson, Mr. Bixler, 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 November 2, 2023 7:00pm

ADJOURN:

No further business coming before the Board, Mr. Bixler made a motion to adjourn at 7:18 p.m., seconded by Mr. Miknis. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder



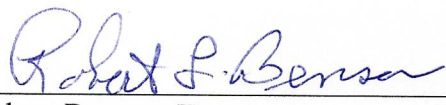
Chauntelle Skirtich, Fiscal Officer



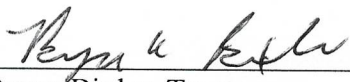
Charles Snyder, Chairman

Absent

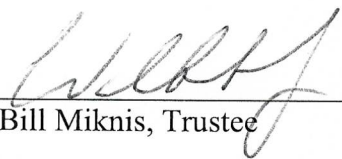
Mark Dearing, Vice Chairman



Robert Benson, Trustee



Bryan Bixler, Trustee



Bill Miknis, Trustee