

**MINUTES OF THE REGULAR MEETING OF
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT
HELD THURSDAY, MARCH 14, 2024 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on
Thursday, March 14, 2024 - 7:00p.m.
Trustee Bixler, Trustee Cline, Trustee Miknis, and Trustee Snyder present
Absent: Trustee Veselenak

Also in Attendance:
Attorney Terry Seeberger, Assistant Chief – Kevin Alloway,
Assistant Chief – T.J. Rombach, EMS Officer – Tom Baum, Fiscal Officer – Chauntelle Skirtich,
Department Members – Ben Miller and Katie Culp

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 February 8, 2024, seconded by Ms. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

PUBLIC SPEAKS:

No Public Speaks at this time

TRUSTEES:

Mr. Miknis made a motion to approve Gravity Mechanical quote to replace safety light outside old station and light on the flag pole at a cost not to exceed \$1,500.00 and open a PO to Gravity Mechanical for \$1,500.00, seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Discussion RE:

- Levy
- Hendrickson and Tractor Supply taxes

FIRE CHIEF:

Mr. Miknis made a motion to move into Executive Session at 7:38 p.m. with Trustees, and inviting Assistant Chiefs Alloway and Rombach, Attorney Seeberger, 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. Bixler	YES
Mr. Cline	YES
Mr. Miknis	YES
Mr. Snyder	YES

Mr. Bixler made a motion to move out of Executive Session at 7:47 p.m. Motion seconded by Mr. Cline
Roll Call Vote:

Mr. Bixler	YES
Mr. Cline	YES
Mr. Miknis	YES
Mr. Snyder	YES

Mr. Bixler made a motion to accept the resignation of Michelle Williams, seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Cline made a motion to approve adding Tanner Jones FF-2/EMT-B, Alex Mollar – Probationary and Stoney Fransman – Probationary to the roster, seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Bixler made a motion to approve paying registration cost of \$70.00 each for 4 members to attend the FDIC Expo in Indianapolis Indiana and reimburse member Ryan Shanower for those fees, seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Miknis made a motion to approve opening a PO for \$10,000.00 to Trudo Albert Fire Equipment for equipment to be purchased with the State Fire Marshall's Equipment Grant., seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Cline made a motion to approve purchase of up to \$2,500.00 from Newcomerstown auction with purchases to be charged to EMS Officer Baum's District credit card and approve Fiscal Officer increase credit limit on Baum's card from \$1,000.00 to \$3,000.00 until after auction is complete, seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Discussion RE:

- 102 calls with 64 transports in February 2024 – Provided 7 EMS mutual aids and 2 Fire mutual aids
- All members that took VFF class passed the test
- Safer Grant
- Spill Clean Up
- Grain Bin Class – checking with Farm Bureau for donations for safety equipment

FISCAL OFFICER:

Mr. Miknis made a motion to approve bills paid as presented, total of \$26,012.96. Motion seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Cline made a motion to approve payroll expenses of \$44,797.84. Motion seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Bixler made a motion to approve and sign the February 2024 bank reconciliation. Motion seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

Mr. Miknis made a motion to approve the 2024 Mowing Agreement with T. Rowley for \$50.00 per mow and authorize Fiscal Officer sign the agreement, motion seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder

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

PO

PO – 19– Dr. Rob Norman

PO – 20– JTPFF Local 2280

PO – 21– Roll-N-Rack LLC

PO – 25– CertiSite

PO – 27– Wayne County Regional Training Facility

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

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

PO

\$ 7,500.00 – WEX Financial - Marathon – General and EMS Funds

Motion seconded by Mr. Bixler. Voting YES – Mr. Bixler, Mr. Cline, 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 April 11, 2024 7:00pm

ADJOURN:

No further business coming before the Board, Mr. Bixler made a motion to adjourn at 8:02 p.m., seconded by Mr. Miknis. Voting YES – Mr. Bixler, Mr. Cline, Mr. Miknis, and Mr. Snyder



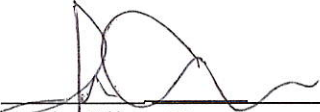
Chauntelle Skirtich, Fiscal Officer



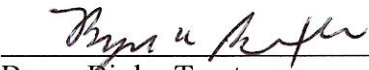
Charles Snyder, Chairman



William Miknis, Vice Chairman



Justin Cline, Trustee



Bryan Bixler, Trustee



T. Renee Veselenak, Trustee