

**MINUTES OF THE REGULAR MEETING OF  
THE NAVARRE-BETHLEHEM JOINT FIRE DISTRICT  
HELD THURSDAY, AUGUST 3, 2023 – 7:00pm**

The Navarre-Bethlehem Joint Fire District met in Regular Session on  
Thursday, August 3, 2023 - 7:00p.m.

Trustee Benson, Trustee Bixler, Trustee Dearing, Trustee Miknis and Trustee Snyder present

Absent: None

Also in Attendance:

Fire Chief - Richard Annen, Assistant Chief – TJ Rombach, Assistant Chief – Kevin Alloway  
Captain - Mikey Turner, Fire Inspector – Ryan Shanower, Attorney Terry Seeberger  
and Fiscal Officer - Chauntelle Skirtich,

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

**REGULAR MEETING MINUTES**

Mr. Bixler made a motion to approve the Minutes of the Regular Meeting on July 13, 2023, seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

**PUBLIC SPEAKS:**

No public speakers at this time.

**TRUSTEES:**

**Inspector Shanower:**

- Update on new businesses – Kremeland, 21 Tire and Automotive, Markets on Main and Smoke Shop
- Safe Sitter Program – Grades 6-8
- Concerns regarding fire hydrants on Sterilite Circle – not operational and installed the wrong way  
Chief to submit letter to the Village of Navarre requesting the hydrants be turned and operational

**FIRE CHIEF:**

Mr. Bixler made a motion to approve opening a purchase order to Staley Technologies in the amount of \$1,000.00 for installation of 'Long tone for All Call'. Motion seconded by Mr. Benson. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

**Discussion RE:**

- 117 calls in July 2023 – 708 calls and 433 transports for 2023
- Radios are back in the station
- Update on Grants – Gear and Pay
- Explorer Program – Brad Bailey and Ryan Shanower are working in this program
- Equipment – Thermal Imagers
- Association Open Houses – September 9<sup>th</sup> – Kids Fest – Fire Prevention Week
- Future pay scales

**FISCAL OFFICER:**

Mr. Miknis made a motion to approve bills paid as presented, total of \$39,659.85. Motion seconded by Mr. Dearing. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

Mr. Benson made a motion to approve payroll expenses of \$44,051.42. Motion seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Dearing, Mr. Miknis and Mr. Snyder

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

Mr. Benson made a motion to approve the 2024 Alternative Tax Budget. Motion seconded by Mr. Dearing.

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Miknis	YES
Mr. Snyder	YES

Mr. Benson made a motion to approve Resolution 23-1 a resolution Authorizing Entering into and Participating in Short Form Conditional Sale Agreement between Navarre Bethlehem Joint Fire District and Flex Financial with Respect to certain Rescue Equipment. Motion seconded by Mr. Bixler.

Roll Call Vote:

Mr. Benson	YES
Mr. Bixler	YES
Mr. Dearing	YES
Mr. Miknis	YES
Mr. Snyder	YES

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

- PO**
- PO – 4 – All American Fire Equipment
- PO – 12 – T. Rowley Lawns LLC
- PO – 23 – Perry and Associates CPA
- PO – 26 – WS Darley
- PO – 28 – Middlebranch Collision

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

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

- PO**
- \$1,200.00 – T. Rowley Lawns LLC – General Fund

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

**Discussion RE:**

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

**PUBLIC SPEAKS:**

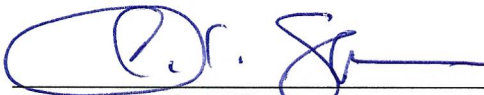
**FYI:**

- Next Meeting September 14, 2023 7:00pm

**ADJOURN:**

No further business coming before the Board, Mr. Miknis made a motion to adjourn at 7:3 p.m., seconded by Mr. Bixler. Voting YES – Mr. Benson, Mr. Bixler, Mr. Miknis and Mr. Snyder


  
\_\_\_\_\_  
Chauntelle Skirtich, Fiscal Officer

  
\_\_\_\_\_  
Charles Snyder, Chairman

  
\_\_\_\_\_  
Mark Dearing, Vice Chairman

  
\_\_\_\_\_  
Robert Benson, Trustee

  
\_\_\_\_\_  
Bryan Bixler, Trustee

  
\_\_\_\_\_  
Bill Miknis, Trustee