Special Beavercreek Trustee's Meeting

Monday, December 23, 2013

Ms. Graff called the Special Trustee Meeting to order at 1:00 P.M. Those present were Trustees: Carol Graff, Dan Paxson, and Candy Prystaloski. Fiscal Officer, Christy Ahrens was also present. Staff present: Township Administrator Alex Zaharieff and Deputy Fire Chief John Mercs. Trustee Elect Tom Kretz was also present.

The Purpose of this Special Meeting is to meet in Open Session to continue the discussion of the 2014 budget/appropriations.

Continuation of the Fire Department Budget Appropriations from Appropriations Budget Version 1.1
Communications – Pages 78-79
General discussion occurred regarding Small Tools and what equipment is being purchased in this line item. Chief Mercs stated that tools for radios and for grounding are scheduled to be purchased. Mr. Paxson stated that he would to see a list of tools planned to be purchased from this line item. Chief Mercs stated that he would provide the list to the Trustees in January. Discussion also occurred regarding lightning strikes and grounding issues. Mr. Paxson stated that he would like to have an outside firm come in and look at the township equipment and come up with a plan to try preventing future lightning strikes at the township.

Interoperability – Pages 80-81
General discussion occurred regarding the $35, 000.00 allocated for Contracted Services. Chief Mercs stated that this allocation was to maintain the Catalyst software and upgrade; however, the Fire Department will be evaluating this system now that we are on MARCS and whether to continue with the Catalyst software. If the Department does not use the software, then this line item would only need $5000.00. Discussion occurred regarding MARCS: the counties on the system and that jurisdictions can still talk to one another. The Trustees decided to reduce the Contracted Services amount to $5000.00.

Dispatch and CAD – Pages 82-83
Discussion occurred regarding the increase in Training from $3000.00 in 2013 to $10,000.00 in 2014. Chief Mercs stated that it was to train three firefighters on the ProQA software. Discussion occurred regarding the fact that the Fire Department uses two funds: Fire Fund (2192) and EMS Fund (2281) to pay for its programs. Mr. Paxson stated he would like to see more information as to the necessity of training three people for this software. Ms. Graff and Mrs. Prystaloski did not question the need and agreed that the amount allocated to Training stay at $10,000.00 for 2014.

Administration – Pages 84-85
General discussion occurred regarding Contracted Services and the increase from $2500.00 in 2013 to $10,000.00 in 2014. Chief Mercs stated that the increase is to cover the Strategic Plan that the Fire Department would like to have compiled in 2014. General discussion occurred as to the last time there was a Strategic Plan done for the Fire Department. Ms. Graff did not think that the plan was ever completed. Discussion occurred regarding Printing. Discussion occurred regarding a 2014 Goal of reimbursing Wire Priority Service charges to all Chief Officers. Questions were asked and answered. The Fiscal Officer had several concerns regarding financing this topic. If the Department decided to go forward with this goal it would be brought before the Trustees for discussion and approval. No changes to budget/appropriations were made.

2013-387 Ms. Prystaloski made a motion to suspend the Special Meeting to hold the Regular Trustee Meeting at 1:57 P.M. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

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Ms. Graff re-opened the Special Trustee Meeting at 2:33 P.M.

EMS Billing – Pages 86-87
General discussion occurred regarding the decrease in Contracted Services. Chief Mercs stated that it the Department feels that it is appropriate with our new EMS company, that our EMS billing fees will be less. No changes were made.

Facilities – Pages 88-89
Discussion occurred regarding Capital Buildings and the $325,000.00 allocated to that line item. Chief Mercs stated that money was allocated to finish items at the Fire Administration Building, Station 61 and Station 63. He also stated that $50,000.00 was allocated for Station 62 for upgrades. Road Superintendent Tim Parks provided background information and future goals for this line item. Mr. Parks stated that goal was to put together a plan that is reasonable, present it to the Trustees, and see how they would like to proceed. The Trustees would like a list and time line for upgrades at all the Township facilities. No changes were made.

Apparatus – Pages 90-91
Discussion occurred regarding the increase in Repairs and Maintenance from $65,000.00 in 2013 to $90,000.00 in 2014. Chief Mercs stated that $20,000.00 was to provide a permanent fix and repairs for the fire engine hose bed. Discussion occurred regarding the $12,000.00 allocated for Capital Improvements. Chief Mercs stated that was to install and upgrade the exhaust system for the medic at Station 62. Discussion occurred regarding the $673,000.00 in Capital Vehicles. Chief Mercs stated that it was allocated for a Special Response vehicle (a small fire truck), an ambulance, and a shift commander vehicle. General discussion occurred. The Fiscal Officer questioned why the Department was not using its Special Funds (for the purposes of buying fire trucks and ambulances) instead of allocating money here. Chief Mercs did not have an answer and with the absence of the Fire Chief, no answer could be provided.

Fire Operations – Pages 92-93
There were no questions or discussion.

Fire Gear – Pages 94-95
Discussion occurred regarding Small Tools and the increase from $12, 000.00 in 2013 to $50,400.00 in 2014. Chief Mercs stated that is was to purchase fifteen sets of fire gear and boots and seven helmets. General discussion occurred as there not being a plan or list to show the Trustees regarding gear life cycles or what is purchased when and the dates for replacement. Mrs. Prystaloski agreed. No changes were made.

SCBA – Pages 96-97
Discussion occurred regarding Travel and Meeting. Chief Mercs stated that this increase is for SCBA training; even though there is no actual fee for the training itself, there is cost associated with travelling and lodging for the training. Discussion occurred regarding overtime generated by training and the timing. Training is required once every three years, this is the third year. Discussion occurred regarding Small Tools. It was suggested that the Fire Department go by Cost Centers in the future to eliminate confusion. The Trustees have had many questions regarding Small Tools: they belong to different programs; there is no list of tools needed, what was purchased, what wasn't, and which fund the money is coming from. No changes were made to the appropriations.

Safety – Pages 98-99

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General discussion occurred regarding Salaries. The question to put money here for overtime – as is done in the entire budget for the Fire Department. No changes were made.

EMS Operations – Pages 100-101
Chief Mercs stated that there is an error – that Operating Supplies should be listed in 2014 for $60,000.00 not $92,200.00. General discussion occurred regarding the increase in operating supplies. If the run rate is not increasing, the operating supplies should not be increasing that much. Discussion occurred regarding Small Tools and the increase from $22,800.00 in 2013 to $41,500.00 in 2014.
Small Tools cover 2014 Goals 3-6 and ATV equipment. Discussion occurred.
Discussion occurred regarding Capital Equipment. Chief Mercs stated this was to purchase an ATV trailer. No changes were made.

Haz-Mat – Pages 102-103
Discussion occurred regarding Capital Equipment. Chief Mercs stated the Department wants to buy a calibration station and supplies for a Five Gas Monitor. General discussion occurred regarding: how many monitors we have; life expectancy of the monitors; and if there is a mobile unit for calibration. No changes were made.

Technical Rescue – Pages 104-116
Discussion occurred regarding Training and Travel and Meeting. Chief Mercs stated that this was for training and lodging two new ICE members and to send a representative to the FDIC exhibits. General discussion occurred. All three Trustees questioned the $35,963.00 listed under Salaries. As explained in all other areas of the budget, this would be to cover overtime expenses for training and travelling. Chief Mercs believes that this is a mistake and that if there is a number for that line item – Salaries – that it should not be $35,963.00. The Trustees would like an answer to this question.
Discussion occurred regarding Capital Equipment. Chief Mercs stated that it was for equipment for a confined space rescue. He stated our staff is certified to do a confined space rescue; however, we do not have the equipment to do the rescue. Mr. Kretz, incoming Trustee, questioned the need for this equipment, how many times it might be used, and what other jurisdictions have this equipment. General discussion occurred. No changes were made.

Honors and Recognition – Pages 106-107
Discussion occurred regarding Operating Supplies. Chief Mercs stated it was for ribbon, plaques and things to be achieved at Station 61. Discussion occurred regarding Capital Vehicles and putting flags or decals on vehicles or engines. General discussion occurred regarding "volunteer" and if there could be an issue with Worker's Comp. Could people come back and say that they've "volunteered" on Honor Guard for five years, now pay me. Mr. Paxson is concerned if there is a liability issue. The Trustees asked the Administrator to get a legal opinion from Mrs. Frick regarding this issue. No changes were made.

Fire Training – Pages 108-109
Discussion occurred regarding the Fire Department Instructors Conference (FDIC) and the number of people (six) attending the conference. Discussion occurred on what value the training has added to the program and what do we spend compared to other townships our size when it comes to sending people to conference. Discussion occurred on Other – Supplies. Chief Mercs stated it was to fund future live burns and construct a roof simulator. No changes were made.

EMS Training – Pages 110-111
Discussion occurred regarding Contracted Services. Chief Mercs stated that this was for EMS Jane, an online training program, and an active shooter program.

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Discussion occurred regarding Small Tools. Chief Mercs stated that this was to replace mannequins within the department. The Trustees would like to know how many mannequins $2500 would purchase. No changes were made.

2013-396 Mrs. Prystaloski made a motion to Adjourn at 4:12 P.M. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____