

Commissioners Meeting
May 15, 2023

Attendees:

Secretary: Shawn Smith

Commissioners: Trisha Finen, Peggy Darling, Kelly Engel, Karen Edwards

Representatives from Fire Department:

Absent: Commissioner John Pavelock

Public Attendees:

Guest:

Meeting: called to order at 18:30

Minutes reviewed: Motion to accept April meeting minutes by Peggy Darling, seconded by Trisha Finen, all in favor

Correspondence: Fire District affairs

Old Business:

- From March meeting notes – The drafted new physical policy was sent to all members on the board during this meeting. Each Commissioner will review and send notes prior to the March meeting.
 - April meeting – revisions to the draft physical policy were reviewed and discussed. It was requested to send an amended version for review prior to the May Commissioner’s meeting.
 - **May meeting** – amended policy was sent to all Commissioners on 4/26/2023 with the April meeting notes. Peggy Darling makes a motion to accept the amended physical policy, seconded by Kelly Engel, all in favor.
 - **Policy was signed by Commissioners in attendance**
- Superior Plus presented their renewal rate; \$1.79 per gallon for up to 700 gallons of propane. Peggy Darling made a motion to accept the Superior Plus renewal rate offered, Trisha Finen seconded, all in favor.
 - Secretary to sign and mail renewal acceptance form to Superior Plus.
- Peggy Darling made a motion to purchase a voice recorder for the purpose of recording Commissioner meetings. Trisha Finen seconded. All in favor
- John Pavelock made a motion to create a policy and procedure surrounding the storing of the voice recorder, recorded tapes, and to ensure the policies of the open meetings law are followed
 - It was asked if John Pavelock would complete the first draft within two weeks and send to the Commissioners for review. John Pavelock accepted and advised he would do his best to meet the two week timeline.
 - **May meeting** – a draft policy has not yet been created. Peggy Darling volunteered to create the draft within 2 weeks of this date to allow enough time

to be reviewed by Commissioners and the district lawyer prior to the June meeting.

- Chief Finen advised the Board of Commissioners, there is an interested buyer in the 1991 Pierce engine. The interested buyer(s), Carl and Marie Miller were in attendance and verbally offered \$4,500 for the 1991 Pierce engine. A motion was made by Peggy Darling to accept the bid of \$4,500 as is, seconded John Pavelock, all in favor.
 - Once the check is received, deposited, and cleared in the district account, the title will then be signed and presented to Carl and Marie Miller
 - **May meeting**, funds were received and cleared the district bank account, Chairman of the Board signed over the title and provided to the Chief. Peggy Darling makes a motion to put the funds into the Truck Reserve account, seconded by Karen Edwards, all in favor.

New Business:

- The department is holding a golf fundraiser at McConnellsville Golf course on Sunday July 23rd. If any commissioners would like to form a team or reach out for signage donation, please advise Peggy Darling.
- Oneida county is rolling out new radios for apparatuses and portable devices for all the officers. Training for Chief Finen will be completed on Wednesday, May 17th. Once Chief Finen completes the training, he will select a date(s) for all members to be trained. Per Commissioners, all members are required to be trained prior to using any new radio or portable device. Chief Finen will present an acknowledgement of training to be signed by each member once training is completed. No member is allowed to use a new radio or new portable device until acknowledgment of training is signed.
- Medical RFP policy. Peggy Darling submitted with comments from the draft provided by John Pavelock. Secretary to send draft with all comments to our district lawyer asap to allow enough time to receive recommendations back prior to our June district meeting.

Financial Bank Statement: Statement for April 2023 were presented for the board's review.

Monthly Invoices: Invoices for May were reviewed and authorized for payment by commissioners that were present at this meeting.

Adjournment: Motion to adjourn at 18:58 by Peggy Darling seconded by Karen Edwards. All in favor

Minutes Submitted
Shawn B. Smith
Secretary/Treasurer