



**RECORD OF PROCEEDINGS
B.S.T.and G. FIRE DISTRICT REGULAR MEETING
Thursday September 12, 2024, AT 6:30 P.M.**

The September 12, 2024, meeting was called to order by Chairman Dick Fisher. The meeting was opened with a moment of silence, and the Pledge of Allegiance. Roll call was as follows:

- Berkshire Township Rod Myers-Present
- City of Sunbury Murray Neff-Present
- Trenton Township Dick Fisher- Present
- Village of Galena- Gillian Bantzen-representative-Present

The MINUTES of August 15, 2024, regular Monthly Board Meeting were reviewed by the board members. A motion to accept the minutes as presented was made by R. Myers, with a second by M. Neff. Vote: D. Fisher-yea; R. Myers-yea; M. Neff-yea and G. Bantzen-yea.

**AGENDA – Chiefs Report
B.S.T. AND G. FIRE DISTRICT BOARD MEETING
September 12, 2024, AT 6:30 P.M**

I. August 2024 Run Report:

| | August | 2024 YTD | % |
|----------------------|------------|-------------|-------------|
| Berkshire Twp | 47 | 307 | 28.77% |
| Sunbury | 56 | 336 | 31.49% |
| Trenton Twp | 19 | 190 | 17.81% |
| Galena | 9 | 93 | 8.72% |
| Out of Dist. | 22 | 141 | 13.21 |
| | 153 | 1067 | 100% |

| Aug. 2024 | Process | Turnout | Travel | TRT |
|--------------|---------|---------|---------|---------|
| Berkshire | 0:03:00 | 0:00:50 | 0:06:26 | 0:10:18 |
| Sunbury | 0:01:16 | 0:00:38 | 0:02:39 | 0:04:37 |
| Trenton | 0:01:24 | 0:00:52 | 0:07:39 | 0:09:55 |
| Galena | 0:01:07 | 0:00:43 | 0:05:54 | 0:07:44 |
| 2024 AVG | Process | Turnout | Travel | TRT |
| Berkshire | 0:01:24 | 0:00:46 | 0:06:40 | 0:08:43 |
| Sunbury | 0:01:21 | 0:00:40 | 0:02:52 | 0:04:55 |
| Trenton | 0:01:32 | 0:00:46 | 0:07:22 | 0:09:53 |
| Galena | 0:02:26 | 0:00:41 | 0:05:17 | 0:07:27 |

Process Time: Time from the initial 911 call until we are toned out.

Turnout Time: Time from our notification until we are enroute.

Travel Time: Time we enroute, until we arrive on scene.

Total Response Time: Time from the 911 call until we arrive on scene.

| | | | |
|---------------------------|--------|-----|--------|
| Overlapping Calls: | August | 19 | 12.42% |
| | 2024 | 159 | 14.90% |

II. Department Reports:

a. Hiring

i. Resolution #2024-09-03

- a. Promotion of Part-Time Firefighter Adam Dobner to Full-Time status.
 - a. He has been part-time with us since 2020, and is coming here from the City of Newark
 - b. Motion to adopt Resolution #2024-09-03 made by M. Neff, with a second by R. Myers.
 - i. Vote: all yea.

ii. Motion to terminate Part-Time Firefighter Jake Legros

- a. Motion to approve the request for termination was made by D. Fisher, with a second by M. Neff.
 - i. Vote: all yea.

iii. Motion to accept the resignation of Part-Time Firefighter Raine Osborne

- a. Motion to approve the request for resignation was made by R. Myers, with a second by G. Banten
 - i. Vote: all yea.

b. Station 2 Update

i. Bid Schedule

| Action | Date | Desc. |
|----------------|-------------|----------------------------|
| Legal Ad #1 | 8/31/2024 | |
| Legal Ad #2 | 9/7/2024 | |
| Prebid Meeting | 9/18/2024 | |
| Bids Due | 10/9/2024 | |
| Bid Extension | 10/15/2024 | If requested and approved. |
| Bid Opening | TBD | |

- ii. Zoning Meeting on 9/5/2024**
 - a. Application was approved

c. County IT Update

- i. Go live date of 10/1/2024**

d. Hose and Ladder Testing is Completed

- i. 10,025 feet of hose was tested**

BST&G Fire District



Community Risk Reduction
Inspectors Rocki Huddleston & Jason Whipple

August 2024 CRR Report

Events, Public Education, Training and Meetings Attended:

- 8/5/24 – Property Assessment Meeting
- 8/8/24 – Emergency Responder Radio Systems, 2024 Ohio Fire Code Update
- 8/12/24 – Met with Marion Fire to show them the Brycer Compliance Engine site.
- 8/13/24 – Olentangy Berkshire MS ERRS Test with Delaware County
- 8/15/24 – Sunbury Events Planning Meeting
- 8/17/24 – Sunbury Sizzle and Sounds
- 8/18/24 – Inn at Walnut Trail Fire Safety Training (Canceled same day)
- 8/22/24 – Inn at Walnut Trail Fire Safety Training (2 Classes)
- 8/27/24 – BWHS Emergency Evacuation Drill

Upcoming Trainings, Meetings and Events:

- 9/10/24: Webinar Training – Collective Impact, Collaborative Strategies for Fire and Life Safety Education
- 9/16/24 through 9/18/24 – NEOSEN / NEOFPA CRR Training Conference
- 9/19/24: Sunbury Events Planning Meeting
- 9/25/24: Delaware County Fire Prevention Committee Meeting
- 10/7/24 through 10/9/24: First Due Training
- 10/9/24: Station Tour
- 10/10/24: Prairie Run Elementary Fire Prevention
- 10/12/24: Tanger Outlet Boot Drive PR Event
- 10/13/24: Big Nut Strut
- 10/24/24: **BST&G ANNUAL OPEN HOUSE!! 12P – 3P**

Child Safety Seat Inspections and Installations:

- **3** seats installed.

Fire Investigations:

- Fire / Arson Investigations for August
 - *None to report*

Permits and Invoices:

- Permit was issued in August: 11
- Permits issued year to date: 88
- Outstanding Invoices: **\$7,572.04**
- **\$900.00** Outstanding False Alarm Invoices
 - *Outstanding invoice was sent to the Prosecutors Office and was mailed out the week of 7/29/2024 with a certified letter. No response.*
- Permit / Invoice Revenue for 2024 - **\$71,586.20**

Completed Inspections:

- Total inspections for August 2024: **106**
- Inspections year to date: **640**

| Inspection Type | Count |
|---|-------|
| Adoption / Foster | 0 |
| Annual Fire and Life Safety Inspections | 23 |
| Complaint | 2 |
| Construction / Plan Review Meeting | 2 |
| Construction Trailer | 0 |
| Emergency Radio Systems | 1 |
| Evacuation Drills | 1 |
| Fire and Life Safety Inspections | 12 |
| Fire Alarm | 1 |
| Fireworks | 0 |
| Knox Box | 6 |
| Mobile Food Trucks | 14 |
| Plan Review | 18 |
| Smoke Control | 4 |
| Sprinkler System Final / Acceptance | 6 |
| Tent | 1 |
| Underground Fire Line | 15 |

Motion to approve Chief's Report was made by G. Banten; Second by: R. Myers. Vote:

R. Myers-yea; D. Fisher-yea; M. Neff-yea and G. Banten-yea.

OLD BUSINESS:

NEW BUSINESS: Resolution #24-09-02 Resolution Approving Amendment #1 to the Architect Agreement with WDC Group LLC for the New Fire Station project. TABLED AT THIS TIME

PUBLIC INPUT: None

MANAGEMENT REPORTS: Presented by Fiscal Officer Roy:

Reports Reviewed

-Bank Reconciliation-August 2024 balanced.

-Star Ohio Interest August \$27,442.36

General Fund \$6,424.81

Station#2 Fund \$21,017.55

Rate: 5.42%

-Purchase Orders Issued #160 thru #179

Reports distributed prior to meeting

*-Payroll Report for PP#15, PP#16 and PP#17.

*2024 Cash Flow Detail Fund Report YTD

*Payment Listing for August 2024

Resolution #24-09-01 Resolution Accepting the Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor. Motion to adopt Resolution #24-09-01 made by R. Myers, with a second by D. Fisher. Vote: all yes.

Motion to Approve the Finance Report as presented was made by G. Banten; with a second by M. Neff. Vote: all yes, motion carried.

Other Business:

NEXT MEETING DATE: October 10, 2024, at 6:30 p.m. Monthly Board Meeting.

ADJOURN: With no further business, a motion to adjourn was made by:

M. Neff, with a second by G. Banten.

Vote: all yes, Motion carried.

Minutes Approved October 10, 2024

Chairman-Richard Fisher

Vice-Chairman-Rod Myers

Board Member-Kathy Krupa

Board Member-Murray Neff

Fiscal Officer-Greg Roy