



RECORD OF PROCEEDINGS
B.S.T.and G. FIRE DISTRICT REGULAR MEETING
Thursday August 15, 2024, AT 6:30 P.M.

The August 15, 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-absent
- Trenton Township Dick Fisher- present
- Village of Galena Kathy Krupa-absent

The MINUTES of July 11, 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 D. Fisher. Vote: D. Fisher-yea; R. Myers-yea; and M. Neff-yea.

AGENDA – Chiefs Report

B.S.T. AND G. FIRE DISTRICT BOARD MEETING

August 15, 2024, AT 6:30 P.M

I. July 2024 Run Report:

	July	2024 YTD	%
Berkshire Twp	42	260	28.45%
Sunbury	46	280	30.63%
Trenton Twp	24	171	18.71%
Galena	8	84	9.19%
Out of Dist.	21	119	13.02%
	141	914	100.00%

July 2024	Process	Turnout	Travel	TRT
Berkshire	0:01:39	0:00:45	0:06:39	0:08:39
Sunbury	0:02:13	0:00:43	0:04:42	0:07:38
Trenton	0:00:49	0:00:44	0:07:37	0:09:11
Galena	0:03:24	0:01:00	0:04:30	0:08:54
2024 AVG	Process	Turnout	Travel	TRT
Berkshire	0:01:11	0:00:47	0:06:45	0:08:35
Sunbury	0:01:20	0:00:41	0:02:48	0:04:51
Trenton	0:01:34	0:00:45	0:07:18	0:09:51
Galena	0:02:44	0:00:40	0:05:12	0:07:36

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:	July	18	12.77%
	2024	140	15.32%

II. Department Reports:

a. Station 2 Update

- i. The land is closed and ours
- ii. Bonds were issued, confirmed, and deposited
- iii. Bid drawings are complete.
 - a. We have finished our internal review.
 - b. There are no substantial changes from the conceptual plan.
 - c. Finishes won't be finalized until after construction commences.
 - a. Only the kitchen counters are selected for the bid
 - i. Stainless steel
 - d. Exterior Samples
 - e. 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	

- iv. Zoning was submitted on 8/12 for the September meeting.

- b. County IT Update
 - i. Go live date of 10/1/2024
- c. Community Risk Reduction
 - i. See attached Report

III. July Notable Runs:

- a. 7/4/2024- Residential Fire with Harlem Twp
- b. 7/6/2024- Commercial Fire- Automotive shop and Cheshire Road in Sunbury
- c. 7/8/2024- Residential Fire on Cottontail Drive in Sunbury
- d. 7/9/2024- Small fire at Holmes Lumber in Trenton. Workers put it out with an extinguisher.
- e. 7/12/24- Residential Fire with Harlem Twp
- f. 7/18/24- Appliance Fire on Blackwell Drive in Berkshire Township.
- g. 7/31/24- Auto Accident with Double Extrication on I-71

IV. Discussion/Action Items:

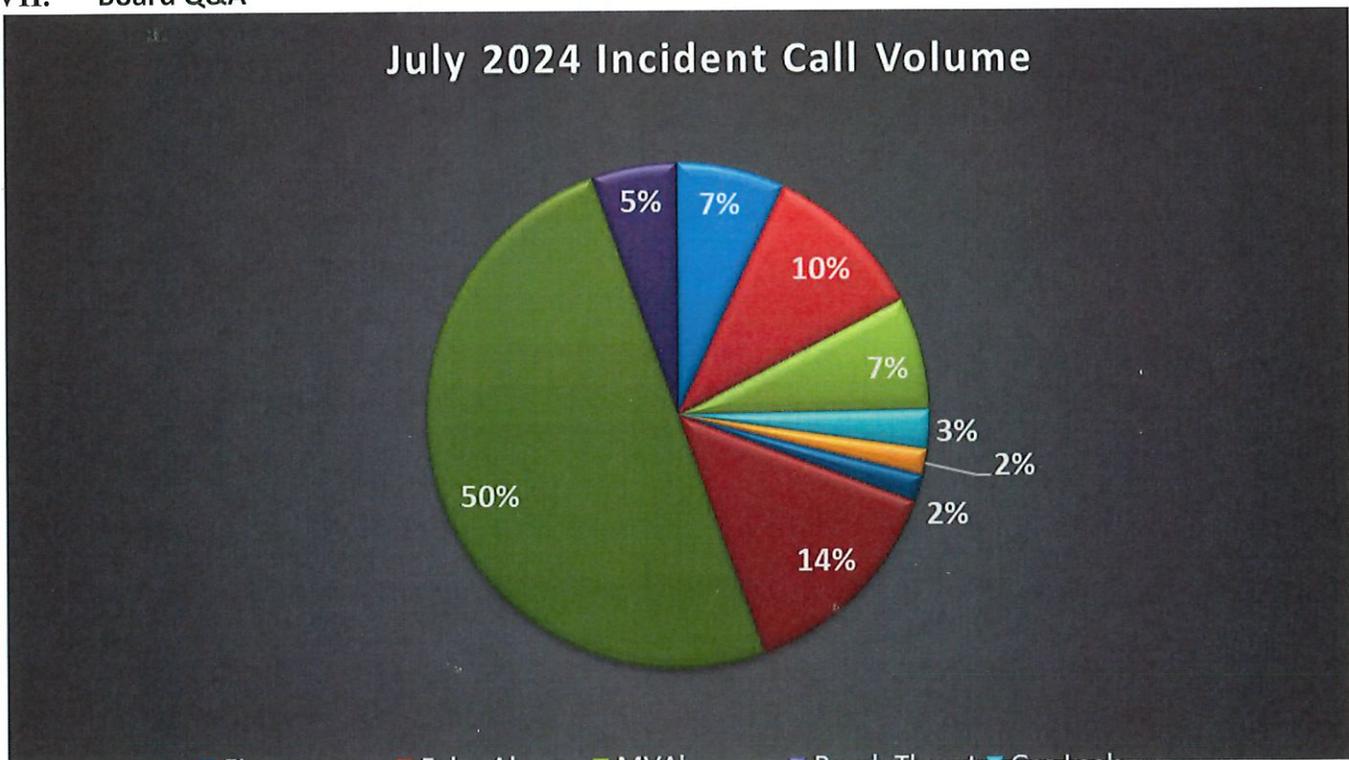
- a. Community Updates?

V. Purchases Over \$5000

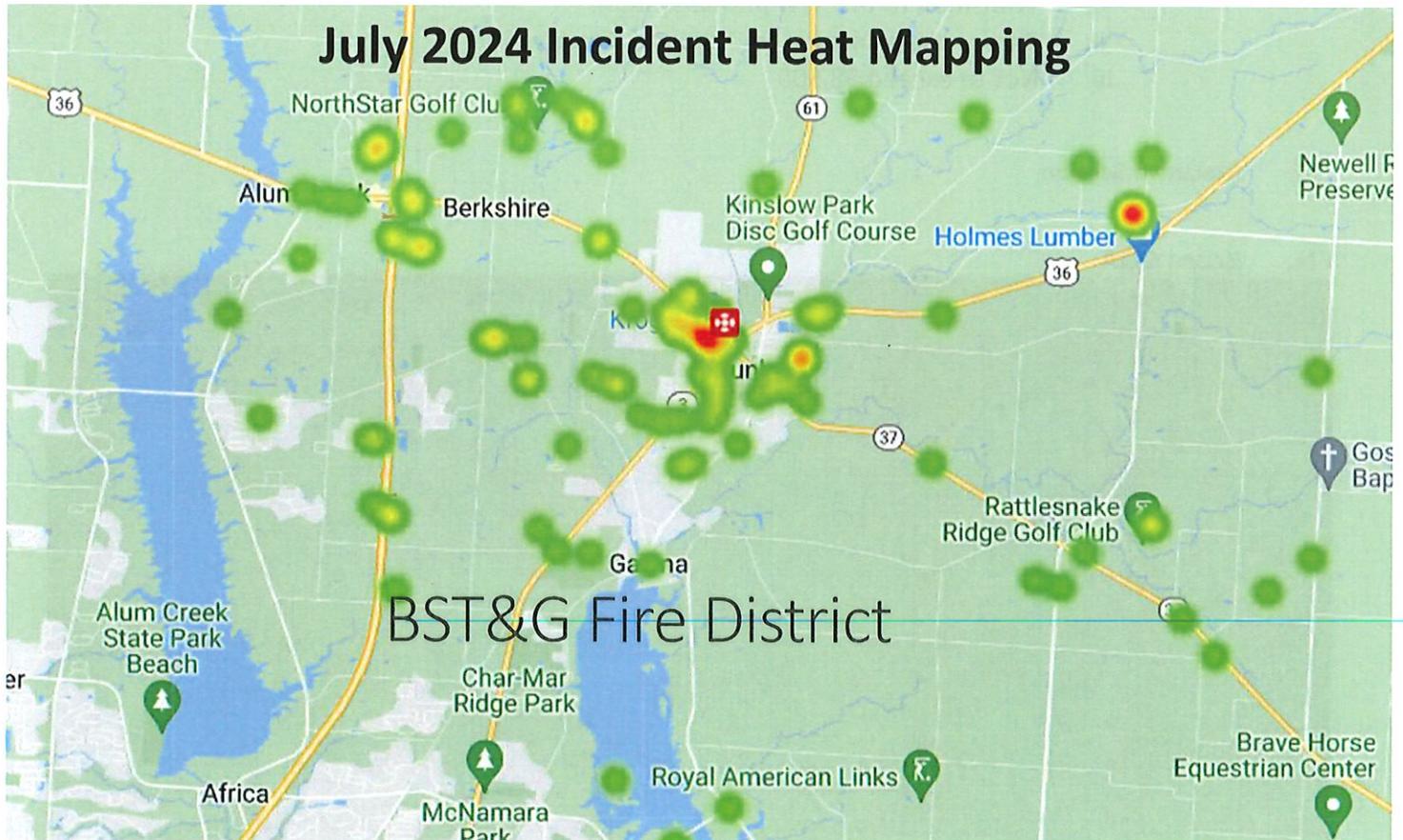
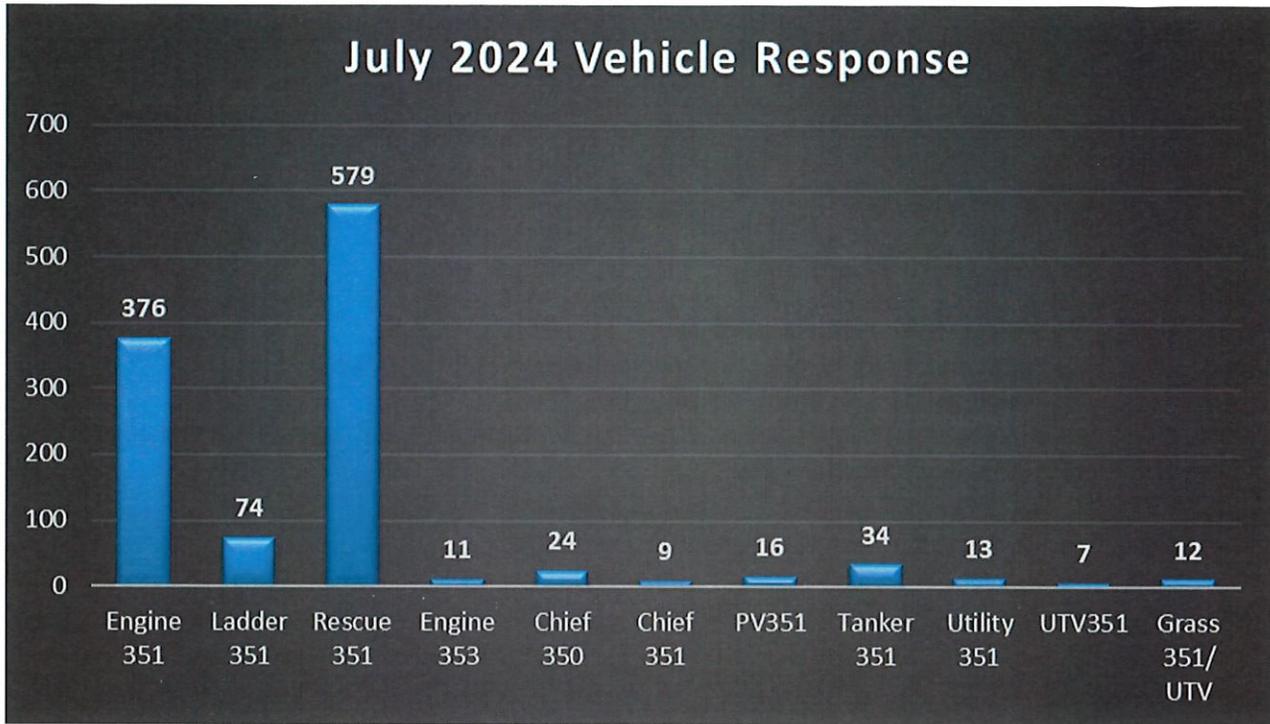
- a. Parallel Technologies
 - i. Transition to the new phone system.
 - ii. Part of the transition to Delaware County IT.
 - iii. Not to exceed \$8,500

VI. Executive Session

VII. Board Q&A



i.





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 – NEOSSEN / 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 D. Fisher; Second by: M. Neff. Vote:

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

OLD BUSINESS: - Delaware County Automatic Data Processing Board-Intergovernmental Agreement revision

Motion to approve made by D. Fisher, with a second by R. Myers. Vote: R. Myers-yea; D. Fisher-yea; and M. Neff-yea.

-Station#2-Real property transfer completed not recorded yet with the Delaware County Recorder

-Bond Funding completed July 31, 2024

NEW BUSINESS: The Chief discussed the current full-time staffing, and the projected staffing needs for the remaining 2024 calendar year and in the future. With no further discussion, A motion by R. Myers was made to proceed with hiring one (1) Full-time firefighter to the roster as requested by the Chief. Second by M. Neff. Vote: D. Fisher-yea; R. Myers-yea; and M. Neff-yea. Motion carried.

PUBLIC INPUT: None

MANAGEMENT REPORTS: Presented by Fiscal Officer Roy:

Reports Reviewed

-Bank Reconciliation- July 2024 balanced.

-Star Ohio Interest July \$7,304.07 5.43%

-Purchase Orders Issued #132 thru #159

Reports distributed prior to meeting

*-Payroll Report for PP#13, PP#14.

*2024 Year End Cash Flow Detail Report for the year

*Payment Listing for July 2024

A motion by R. Myers was made to establish funds 3101 Bond Retirement, and 4101 Series 2024 Fire Facilities Bond and to appropriate \$59,850 for fund 3101 and \$1,000,000.00 for Fund 4101. These funds are necessary to fund the new station and process the construction cost of the station. Second by M. Neff. Vote: D. Fisher-yea; M. Neff-yea; and R. Myers-yea.

Motion to Approve the Finance Report as submitted was made by R. Myers; with a second by D. Fisher. Vote: all yes, motion carried.

Other Business: A motion by R. Myers was made to go into Executive Session at 7:07 p.m. for the purpose of ORC 121.22 (G)(1) Employment of current member of BST&G. Second by D. Fisher. Vote: D. Fisher-yea; M. Neff-yea; and R. Myers-yea. Others invited to attend the executive session were Chief Kovach, Ass't Chief Stambaugh, and Fiscal Officer, Greg Roy. At 7:40 p.m., a motion by D. Fisher was made to exit the Executive Session and return to the normal board meeting. Second by M. Neff. Vote: M. Neff-yea; D. Fisher-yea; and R. Myers-yea.

NEXT MEETING DATE: September 12, 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 R. Myers.

Vote: all yes, Motion carried.

Minutes Approved September 12, 2024

Richard Fisher

Chairman-Richard Fisher

Rodney V. Myers

Vice-Chairman-Rod Myers

Kathy Krupa

Board Member-Kathy Krupa

Murray Neff

Board Member-Murray Neff

Greg Roy

Fiscal Officer-Greg Roy