



**MIAMI VALLEY FIRE DISTRICT  
BOARD OF TRUSTEES  
MEETING MINUTES  
October 12, 2023**

**Call to Order**

President Stalder called the Miami Valley Fire District meeting to order at 8:02 a.m. and led the Pledge of Allegiance.

**Roll Call**

The following Trustees were present: John Stalder, Ann-Lisa Allen, Greg Bell, and Frank Fritsch. The following staff members were present: Keith Johnson, Chris Snyder, Brandon Barnett, Elyse Martin and Amy Phillips.

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to excuse Mr. Posey. Motion carried.

A motion was made by Ms. Allen, seconded by Mr. Fritsch to approve the Regular Meeting minutes of July 13, 2023 and the Special Meeting minutes of September 14, 2023. Motion carried.

**Public Comment**

None

**Consent Agenda**

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to approve the Consent Agenda as presented. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

**Old Business**

None

**New Business**

Chief Barnett presented **Resolution No. 2023-24**. The resolution will appoint the MVFD Administrative Assistant as the Secretary for the MVFD Board of Trustees.

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to read Resolution No. 2023-24 by title only. **A RESOLUTION TO APPOINT THE MIAMI VALLEY FIRE DISTRICT ADMINISTRATIVE ASSISTANT AS SECRETARY TO THE BOARD OF TRUSTEES**. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adopt Resolution No. 2023-24. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Chief Barnett presented **Resolution No. 2023-25**. The resolution will appoint the MVFD Administrative Assistant as the Compliance Officer for the District's Credit Card Policy.

A motion was made by Mr. Fritsch, seconded by Mr. Bell, to read Resolution No. 2023-25 by title only. **A RESOLUTION TO APPOINT A COMPLIANCE OFFICER CONSISTENT WITH OHIO REVISED CODE SECTION 9.21(C) AND THE MIAMI VALLEY FIRE DISTRICT CREDIT CARD POLICY.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Mr. Bell, seconded by Mr. Fritsch, to adopt Resolution No. 2023-25. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Elyse Martin presented **Resolution No. 2023-26**. The resolution shows the property tax rate to be levied and the estimated property tax revenues to be generated in 2024. Based on County estimates, they have estimated a 1% increase over amounts from last year.

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to read Resolution No. 2023-26 by title only. **A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adopt Resolution No. 2023-26. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Elyse Martin presented **Resolution No. 2023-27**. The resolution would approve an Investment Policy for the MVFD. ORC 135.14 requires entities to have an approved Investment Policy in place to invest funds of public subdivisions.

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to read Resolution No. 2023-27 by title only. **A RESOLUTION TO ADOPT A WRITTEN POLICY FOR INVESTING IN PUBLIC FUNDS BY THE MIAMI VALLEY FIRE DISTRICT.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Ms. Allen, seconded by Mr. Fritsch, to adopt Resolution No. 2023-27. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Amy Phillips presented **Resolution No. 2023-28**. This resolution would authorize the District to enter into agreement with OAPFF offering a 457(b) Deferred Compensation Plan. This is similar to the District's current plan but is overseen by Union Fire Fighters, includes the services of a financial advisor and has a loan option. This agreement has no cost to the District.

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to read Resolution No. 2023-28 by title only. **A RESOLUTION AUTHORIZING THE FIRE CHIEF AND FINANCE MANAGER TO ENTER INTO AGREEMENTS WITH THE OHIO ASSOCIATION OF PROFESSIONAL FIRE FIGHTERS TO PROVIDE A 457(B) RETIREMENT PLAN FOR EMPLOYEES.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Ms. Allen, seconded by Mr. Fritsch, to adopt Resolution No. 2023-28. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Amy Phillips presented **Resolution No. 2023-29**. This resolution would add a Roth option to the District's current 457(b) Deferred Compensation Program. This would allow employees to make after-tax contributions which are then not taxed when the assets are withdrawn.

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to read Resolution No. 2023-29 by title only. **A RESOLUTION AUTHORIZING THE FIRE CHIEF TO ENTER INTO A WRITTEN AGREEMENT WITH OHIO DEFERRED COMPENSATION TO ADMINISTER A ROTH 457(B) INVESTMENT OPTION FOR MIAMI VALLEY FIRE DISTRICT EMPLOYEES.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adopt Resolution No. 2023-29. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Amy Phillips presented **Resolution No. 2023-30**. This resolution would allow the District to enter into an agreement for COBRA benefits which is required for all employees offered health benefits when they leave employment. This provider is independent and not associated with any particular medical insurance provider. There is an associated cost of \$0.75 per enrolled employee per month for a proposed agreement cost of \$1,020 annually that would automatically renew each year.

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to read Resolution No. 2023-30 by title only. **A RESOLUTION AUTHORIZING THE FIRE CHIEF TO ENTER INTO AN AGREEMENT WITH CUSTOM DESIGN BENEFITS, LLC TO ADMINISTER BENEFIT OPTIONS REQUIRED BY THE CONSOLIDATED OMNIBUS BUDGET RECONCILIATION ACT.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Ms. Allen, seconded by Mr. Fritsch, to adopt Resolution No. 2023-30. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Chief Barnett presented **Resolution No. 2023-31**. This resolution is authorizing a purchase which is part of the Assistance to Firefighters Grant ("AFG") the District was awarded in June of 2023. Equipment costs are \$288,818.76 – AFG pays 90% (\$262,562.51) and the District would be responsible for 10% (\$26,256.25). The funds to make this purchase were appropriated as part of the approved 2023 budget. This purchase can be made through a HGAC Cooperative Purchasing Agreement which meets State of Ohio purchasing thresholds for competitive bidding.

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to read Resolution No. 2023-31 by title only. **A RESOLUTION TO AUTHORIZE THE FIRE CHIEF TO ENTER INTO AN AGREEMENT WITH ATLANTIC EMERGENCY SOLUTIONS FOR THE PURPOSE OF PURCHASING SELF-CONTAINED BREATHING APPARATUS AND ASSOCIATED EQUIPMENT.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adopt Resolution No. 2023-31. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

Chief Barnett presented **Resolution No. 2023-32**. This resolution is authorizing a purchase which is part of the Assistance to Firefighters Grant ("AFG") the District was awarded in June of 2023. Equipment costs are \$119,832.62 – AFG pays 90% (\$108,938.75) and the District would be responsible for 10% (\$10,893.87). The funds to make this purchase were appropriated as part of

the approved 2023 budget. This purchase can be made through a SAVVIK Cooperative Purchasing Agreement which meets State of Ohio purchasing thresholds for competitive bidding.

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to read Resolution No. 2023-32 by title only. **A RESOLUTION TO AUTHORIZE THE FIRE CHIEF TO ENTER INTO AN AGREEMENT WITH STRYKER MEDICAL FOR THE PURPOSE OF PURCHASING A POWER AMBULANCE COT, POWER LOAD SYSTEM FOR AMBULANCE COT AND ASSOCIATED EQUIPMENT.** Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried. A motion was made by Ms. Allen, seconded by Mr. Fritsch, to adopt Resolution No. 2023-32. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, and Mr. Fritsch aye. Motion carried.

### **Chief's Report**

Chief Barnett stated that all firefighters participate annually in a live burn training. This year, the live burn training will take place at the Warren County Career Center on October 31<sup>st</sup>, November 1<sup>st</sup> and November 2<sup>nd</sup>. Times will be 9:00am to 1:00pm each day and all staff as well as Board members are welcome to attend. Light Blue Ohio recently held a First Responder Photo Challenge. Brian Scott submitted a photo on behalf of MVFD. That photo received first place in the Fire & EMS category 1 for districts with populations over 50,000. B.C. Renk and Scott will accept the award on October 16<sup>th</sup>. Chief Barnett recently interviewed a candidate to serve as Chaplain through the District's Peer Support Team. He will have more information for the Board at either the November or December meetings. BC Steve Johnson has been working on RFQs related to building a new fire station. Amy Phillips is currently working on a salary study for the District. Lucas devices have arrived and, once programmed, will be placed on all medics. The District has received the resignation of an employee who was offered a position with Tipp City. This employee lives in Trotwood and he could not pass up the schedule opportunity of 24/72. Chief Barnett has interviewed a replacement candidate and offered a conditional offer. He hopes to hear back soon and have more information for the Board at their November meeting. The new medic is scheduled for its final inspection on October 19<sup>th</sup> and, if all goes well, it will be picked up that same day.

### **OCC Report**

No Report

### **Trustee Report**

No Report

The Board recessed into study session at 8:26 am to discuss:

Quarterly Financial Report

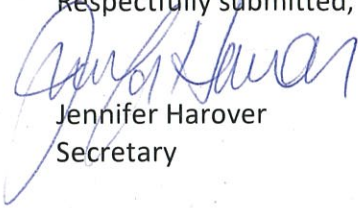
District By-Laws

The Board recessed out of study session at 8:54 am.

**Adjournment**

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adjourn the meeting at 8:54 am.  
Motion carried.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jennifer Harover", is written over the typed name and title.

Jennifer Harover  
Secretary