

Meeting of the Board of Directors
January 19, 2015

Gary Vess	-	Board President	Present
Ron Smithhisler	-	Board Vice-President	Present
James Furtado	-	Board of Directors	Present
Vern Heyer	-	Board Secretary	Present
Bob Shigley	-	Board of Directors	Present
Greg Marlar	-	Fire Chief	Present
Margie Giusto	-	Admin Assistant	Present

President Gary Vess called the meeting of the Board of Directors to order at 6:30 PM, flag salute was given.

Ron Smithhisler made a motion to approve the Board Minutes of the Local Contract Review meeting and the regular Board Meeting Minutes from December 22, 2014. Bob Shigley seconded, motion carried unanimous.

Disbursement of Funds & Finance Report: Robert Wheeler stated that W2 and quarterlies are done. Robert Wheeler stated that he wanted to point out on this Financial Statement because of the way the billings came in, is the General Insurance for the \$26,000.00 is in your year to date total, because we received it in December. It was for November and wasn't due until January. Robert stated that we went ahead and paid it early since we had the funds. Robert stated that it's not on your balance sheet or your Budget Report for November or December. Robert stated you will see that were real close to our percentage on the Operating Funds for General Insurance. Robert stated that it's the 561 account.

Robert Wheeler stated that we did get \$19,000.00 in tax revenue today that will reflect on next month's report.

Ron Smithhisler stated that he is wondering what we received last year compared to this year on the taxes.

Chief Marlar asked Robert Wheeler regarding Personal Salaries on our monthly checks that we received from Brandon Howren for Workers Comp. What account is that going in? Robert Wheeler stated that they have been putting it in Other Income. Chief Marlar asked Robert if we could do a Journal Entry, we are paying his full wage and it needs to be credited to (501) Personnel Salaries.

Robert stated that he can do that, no problem at all. Robert stated that they have been keeping it separate for clarification reasons.

Chief Marlar stated that since Special Districts pays Brandon and in lieu we pay him. We need to debt the funds back to Personnel Salaries.

Ron Smithhisler made a motion to approve the Financial Report. James Furtado seconded, motion carried unanimous.

IRS Update: Chief Marlar stated that he took two checks to Steve Tuchscherer office on December 31, 2014. This is to mail off the offer and compromise packet for Winston-Dillard Fire District to pay \$5,000.00. Chief Marlar stated that they require 20% of your offer. We paid \$167.00 for your application process, and \$1,000 for the offer.

Chief's Report: Chief Marlar stated in addition to his written report. The SAFER Grant will be released for opening on February 5, 2015.

Chief Marlar stated that Willie Caldwell is going to apply for it.

Chief Marlar stating that we have currently two more employees off on Workers Comp. Chief Marlar stated it makes a total of three employees out on Workers Comp. Chief Marlar stated that Brandon Howren has just been released for moderate light duty.

Chief Marlar stating that there will be a Civil Service meeting this Wednesday to ratify the Civil Service rules for testing for Captain and Engineer.

Chief Marlar stated we just completed our Captains Testing and we ended up with one successful candidate. The candidate is being recommended to be certified to the list by the Civil Service on Wednesday. Engineer Caldwell completed both the written and the assessment station modules. Chief Marlar stated he expects the list to be certified and will have an interview. Chief Marlar stated if there is no problems we will have a badge pinning for Engineer Willie Caldwell in February meeting.

Chief Marlar stated with that we will be posting as per the Civil Service and the Labor Article 13 a modified Captains Testing, time line of 45 days. Chief Marlar stated we still have one current opening for a Captains position.

Chief Marlar stated that we have three full time Cadets working on shift and are receiving full scholarships from UCC at \$1,400.00 a term.

Chief Marlar took the time to show the Board our new website that will be up and running soon. The website address is www.wdfd.net Chief Marlar stated that we will be posting articles and calls. We will publicize our public meetings. Chief Marlar stated one thing he is going to ask the Board for approval is by Law we are only required to post our meetings on the Website and in three public places. Chief stated that the inability to

post on a standard basis that we no longer use The News Review, and post on our website. We will also post at the Post office, Fire Station and the Court house. Chief Marlar stated that, that meets full intention of the Law. Chief Marlar stated we will post all our Board Meeting Minutes, our current budget and annual audits on the web site. Chief Marlar stated that we will be able to sign members up for FireMed on line and it will go through pay pal.

Ron Smithhisler made a motion to discontinue The New Review and post our Board Meetings at three public places and our Winston-Dillard Fire District website. James Furtado seconded, motion passed unanimous.

Ron Smithhisler made a motion to approve the Chief's Report. James Furtado seconded, motion passed unanimous.

Old Business:

Sub Committee Update: Chief Marlar stated that the Committee met two weeks ago and one of the items discussed was to come back with recommendation for a longer contract or IGA extension.

Chief Marlar stated in your packet you will see the changes made in red.

Chief Marlar stated that we have another meeting set to meet in February.

New Business:

IGA for Chief Services Renewal: James Furtado made a motion to extend the IGA Chief Services Renewal to 2018 and accept the early termination date to 180 days. Bob Shigley seconded, motion passed unanimous.

FY16 Budget Workshop Date: Workshop meeting is set for February 10, 2015 at 9:00 AM.

Annual Audit Engagement Letter & Contract: Chief Marlar stated that you have in your Board packet a copy of the Contract from Steve Tuchscherer, CPA. He is offering a fee not to exceed \$9,600 for the fiscal year ending June 30, 2015. The fee shall be reduced by \$1,000 if a Single Audit is not necessary.

James Furtado made a motion to accept Steve Tuchscherer, CPA for the Annual Audit Contract for a fee of \$9,600.00 and to authorize Chief Marlar to sign the contract. Ron Smithhisler seconded, motion carried unanimous.

Staffing: Ron Smithhisler stated before the budgeting or any hiring before the coming year. Ron stated that he would like to have the Board direct the Chief to get a case scenario only of personnel staffing of 9, 10, or 11. Ron would like to keep our reserve and contingent funds the same as we have had them this last year. Ron stated he would

like to know what a safe number is for our community, what we can afford and how the Cadets play a role in all of this.

Chief Marlar stated that he could provide some preliminary information at the workshop meeting. Chief Marlar stated to Ron Smithhisler that you wanting to explore some budgeting models with staffing at 9, 10 and 11 firefighters. Also you want to know what it would look like from a financial stand point for ending fund balances. Chief Marlar stated beside the number you want my thoughts and recommendation for each of those models and pros and cons for being able to properly serve the community. Chief Marlar also added Firefighter safety, things of that nature.

Chief Marlar stated that with getting that information you want to delay or not move forward with hiring the current 11th open position we have right now.

Ron Smithhisler and James Furtado stated correct.

James Furtado stated that they want you to temporally hold off on the staffing until we get the budget worked out.

James Furtado made a motion for the Chief to temporally hold off on hiring for replacement of staff until we have a proposed budget for 2015 – 2016 year. Bob Shigley seconded, motion carried unanimous.

Chief Marlar stated that by not filling that position we will see an increase of overtime. It also puts an increase burden on the staff here as far as filling those shifts. Chief Marlar also stated that is also impacts our Green Station because when they are short staff at Winston the second out medical aid call is generally covered by next up ambulance. Green took ten medical aid calls from Winston in the month of January. Chief stated he doesn't know if they all were transports or not.

Ron Smithhisler stated that there is a lot to it. It's not cut and dry, Ron stated they are looking for a lot of stability for the Firefighters.

Business of Guest: Ken Harrison stated that he would like to commend the Board for the land scape of downtown Dillard and reducing a liability to the Fire District.

Employee Comments: NONE

Adjournment: See no further business to be discussed meeting adjourn at 7:30 PM. The next regular meeting is February 16, 2015.

