

**WELLINGTON COMMUNITY FIRE DISTRICT
BOARD MINUTES
January 3, 2023
REGULAR MEETING**

I. Pledge of Allegiance 7:05 p.m.

Call to Order by Fred Pitts President

Roll Call: The following members were present:

Brighton Twp. Craig Norton Penfield Twp. Eric Flynn Huntington Twp. Walter Rollin
Pittsfield Twp. Walter Bredel Wellington Twp. Fred Pitts Vill. of Wellington Gene Hartman
Fiscal Officer Poling

Others Present: Chief Wetherbee A/C Pitts A/C Regal Lt Fox
Lt. Hamer Lt. Knapp Lt. Barlow FF Burgos

II. Approval of Minutes:

Motion made by Eric Flynn, 2nd by Craig Norton to approve the minutes of the previous meeting. All in favor.

II. Approval of Financial Report:

Motion made by Craig Norton, 2nd by Eric Flynn to approve Financial Report as presented to the board. All in favor.

III. Approval of Expenses:

Motion set forth by Gene Hartman, 2nd by Eric Flynn to approve current month expenses as presented. All in favor.

V. Department Report:

Chief Wetherbee submitted and went over his monthly report.

A/C Pitts submitted and went over his monthly report.

VI. Committee Reports:

Finance- Motion by Eric Flynn, second by Craig Norton to approve PO 57-2023 For Heritage Fire Equipment for \$54,768.00 based on being awarded the BWC Fire Equipment Grant. A/C Pitts applied for this grant and was awarded the grant in late December of 2023. This District will be responsible for the full amount and will receive \$40,000.00 from BWC once item is received. All in favor.

House Numbering- 0; Chief Wetherbee reported that he is working in Huntington Township with Zoning, Nora Kelbow about address numbering.

Personnel: Chief Wetherbee reported that there would be 4 members enrolled in the next FF1 Class, and that the WCFD would be hosting the class. Chief Wetherbee congratulated Logan Rivera and Ben Higgins for passing their National Registry for EMT-Paramedic. Motion by Craig Norton, second by Eric Flynn to accept the 2024 Fire District Roster presented by Chief Wetherbee. All in favor. Motion by Gene Hartman, second by Walter Rollin to approve Brian Miller of Metro Health as the District Medical Director for 2024. All in favor. Motion by Eric Flynn, second by Craig Norton to hire Kim Meyers as the District Attorney: \$150 per hour, and

\$70 per hour for paralegal services. All in favor. Motion by Eric Flynn, second by Gene Hartman to elect Fred Pitts as WCFD Board President for 2024. All in favor. Motion by Eric Flynn, second by Craig Norton to elect Gene Hartman as WCFD Vice President for 2024. All in favor. Motion by Eric Flynn, second by Gene Hartman to approve the 2024 committees. All in favor.

Old Business: Chief Wetherbee reported that the District had received a denial letter for the 2023 AFG Grant; it was noted that the District scored low. Eric Flynn inquired if that was due to the District reducing the response to EMR calls. Chief Wetherbee stated that he felt the calls were a factor and most other departments that are the same size as WCFD are both fire and emergency medical services. Chief reported that he felt the District would take break from applying this year and look at an engine or a cascade system to apply for in the future. Chief Wetherbee and A/C Pitts reported that they are transitioning to the Tyler New World system for on scene reporting, training, occupancies, inventory, and payroll; but the District is looking to opt out of the locution program. Chief was encouraged by the Board to reduce dependency on the County. Chief reported that he has already explored working directly with Tyler New World, instead of through the County contract. The District can work directly with Tyler New World, but there is an additional cost to the District. Gene Hartman instructed Chief to get the cost difference. Chief Wetherbee reported that after a recent phone call the support they are receiving with the new program has greatly improved. Gene Hartman asked what the cost of the radio subscriptions to Marcs were; Chief Wetherbee reported that it was \$5 per radio, per month for 2years. Chief Wetherbee reported on emergency repairs that had to be done at the end of December on Truck 153. Chief Wetherbee reported continuing to be involved in the April 8th Eclipse Planning, and now attending the Northwest, and Northeast planning meeting to create a Southern Lorain County response plan possibly including crew planning at additional locations. Chief Wetherbee reported that the District completed their ISO Audit, and believes that it well; he noted the improved experience since the auditor had FF experience. Chief Wetherbee noted that the County had increased rates for medical insurance premiums, but were still within the Districts agreed upon payment per fulltime employee.

New Business: Chief Wetherbee reported the District is applying for the State Fire Marshall Training Grant to reimburse for 2023 school of members, and the Safety Grant for a Skid Unit for the Kubota and fans; and in addition to the BWC Equipment Grant are applying for a Safety Grant for Boots. Chief Wetherbee reported on a local community, Clarksfield Township, adjoining the District that is struggling to provide services for their Township. The Township has historically contracted for both fire and ems services with: New London Fire and Rescue, Wakeman Fire, Townsend Fire and Rescue, and Citizens Ambulance but due to the Township residence not passing a safety services levy the contract are not being implemented for 2024. The Board noted that the District is committed to servicing those in need as able. Craig Norton noted that the Ohio Township Association Winter Conference begins the day of the next scheduled District meeting. The Board will meet Tuesday, February 6th at 5pm. Motion by Craig Norton, second by Gene Hartman to approve the mileage and meals up to \$50 per day for FO Poling to attend the OTA Winter Conference. All in favor.

Adjourn: Motion made by Eric Flynn, second by Gene Hartman to adjourn at 8:57pm . All in favor.

Next meeting is February 6, 2024 @ 5pm.

President



Fiscal Officer



Approved 2/6/24

**WELLINGTON COMMUNITY FIRE DISTRICT
BOARD MINUTES
February 6, 2024
REGULAR MEETING**

I. Pledge of Allegiance 5:07 p.m.

Call to Order by Fred Pitts President

Roll Call: The following members were present:

Brighton Twp. Craig Norton	Penfield Twp. Eric Flynn	Huntington Twp. Walter Rollin
Pittsfield Twp. Walter Bredel	Wellington Twp. Fred Pitts	Fiscal Officer Poling
Others Present: Chief Wetherbee	A/C Pitts	A/C Regal Lt Fox
Lt. Knapp	Kim Meyers	

II. Approval of Minutes:

Motion made by Eric Flynn, 2nd by Craig Norton to approve the minutes of the previous meeting. All in favor.

II. Approval of Financial Report:

Motion made by Craig Norton, 2nd by Walter Rollin to approve Financial Report as presented to the board. All in favor.

III. Approval of Expenses:

Motion set forth by Walter Rollin, 2nd by Eric Flynn to approve current month expenses as presented. All in favor.

V. Department Report:

Chief Wetherbee submitted and went over his monthly report.

A/C Pitts submitted and went over his monthly report.

VI. Committee Reports:

Finance- Motion by Craig Norton, second by Eric Flynn authorizing participation in the Lorain County Auditor's electronic payments via ACH to the Wellington Community Fire District; and to authorize District Fiscal Officer, Sarah Poling, and Board Member, Gene Hartman to make changes on behalf of the Wellington Community Fire District to the bank account where Lorain County Auditor will settle funds. **Resolution 01-02062024** Roll Call: Norton, yes; Flynn, yes; Rollin, yes; Bredel, yes; Fred Pitts, yes.

House Numbering- 1

Personnel: Chief Wetherbee reported that there are 4 members enrolled in the next FF1 Class. Chief also noted that he has two interested candidates in joining the District. Motion by Walter Rollin, second by Craig Norton to hire Frank Marley, pending new hire paperwork completion, at \$11.00 per hour until he receives his certifications. Chief Wetherbee explained that Frank had previously served the District, and had resigned due to not being able to commit the necessary time to the District in that stage of his life; chief reported that he is nearing retirement, and will have time. Chief Wetherbee stated he had no reservations with bring him back. All in favor. Chief Wetherbee will work with the Rochester Fire Chief re: Michael Marley

as he is currently on their roster and would be shared between the departments. Chief Wetherbee will bring back information to the next meeting.

Old Business: Chief Wetherbee reported continued planning for the April Eclipse, and scheduling members for 24-hour staffing for up to 3 days surrounding the event. Chief Wetherbee reports that they are inventorying the radios and plan to get them dispersed to members utilizing the VHF due to the County blocking the use of 700/800. Chief Wetherbee presented the board with a MOU that was presented in order for the County to use 700/800 and it is unacceptable terms.

New Business: Chief Wetherbee reported that the County Chief Association had a sub meeting to review the MOU that was presented by the County to utilize the 700/800 system and other concerns with 911 dispatching/services. Chief Wetherbee reported that he was contacted by the State Attorney General to participate in a training video on Autism and Emergency Situations, and looks forward to the opportunity.

Adjourn: Motion made by Walter Rollin, second by Craig Norton to adjourn at 6:27pm . All in favor.

Next meeting is March 6, 2024 @ 7pm.

President

Fred Pitts

Fiscal Officer

Walter Rollin

Approved 3/6/24

**WELLINGTON COMMUNITY FIRE DISTRICT
BOARD MINUTES
March 6, 2024
REGULAR MEETING**

I. Pledge of Allegiance 7:06 p.m.

Call to Order by Fred Pitts President

Roll Call: The following members were present:

Brighton Twp. Craig Norton Penfield Twp. Eric Flynn Huntington Twp. Walter Rollin
Pittsfield Twp. Walter Bredel Wellington Twp. Fred Pitts Village Council Hartman

Fiscal Officer Poling

Others Present: Chief Wetherbee A/C Pitts A/C Regal Lt Fox
Lt. Knapp Lt. Hamer Lt. Barlow FF Burgos Kim Meyers

II. Approval of Minutes:

Motion made by Walter Rollin, 2nd by Gene Hartman to approve the minutes of the previous meeting. All in favor.

II. Approval of Financial Report:

Motion made by Eric Flynn, 2nd by Craig Norton to approve Financial Report as presented to the board. All in favor.

III. Approval of Expenses:

Motion set forth by Gene Hartman, 2nd by Craig Norton to approve current month expenses as presented. All in favor.

V. Department Report:

Chief Wetherbee submitted and went over his monthly report.

A/C Pitts submitted and went over his monthly report.

VI. Committee Reports:

Finance- None

House Numbering- 3

Personnel: Chef Wetherbee reported that A/C Pitts and Lt. Barlow will be taking a class to become certified fire instructors. Motion by Craig Norton, second by Walter Rollin to allow FF Crawford and FF Lent to go to FDIC Conference and Tradeshow for expenses not to exceed \$1,000. All in favor. Motion by Craig Norton, second by Eric Flynn to hire Michael Marley as of March 1st at a rate of \$11.00 per hour. Chief Wetherbee stated that he had worked with the Rochester Fire Chief and they came to a mutual understanding that the first pager that goes off is where he will go. All in favor. Chief Wetherbee reported that FF F. Marley, FF M. Marley, and FF Hess will be taking their EMR class.

Old Business: Chief Wetherbee reported that the Tyler New World Software is almost fully implemented. The State Fire Marshall Training Grant for 2023 Training was received; and the State Fire Marshall Equipment Grant was also received in the amount of \$10,000 towards three

sets of turnout gear that will total \$11,500. Chief Wetherbee reports that the District continues to look for grant opportunities. Chief Wetherbee reported continued planning for the April 8th Eclipse including staff by the District Saturday thru Tuesday and daily briefings at the Fairgrounds with other local officials.

New Business: Chief Wetherbee reported that there were three meeting to review the MOU that was presented by the County to utilize the 700/800 system and other concerns with 911 dispatching/services; Chief Wetherbee reported that 2 of the 3 were recorded. Gene Hartman questioned why Armbruster was not present at the meetings held, and also sought information regarding the tax levy money following the Districts if Dispatching services were moved elsewhere. Chief Wetherbee reported that he was looking into the tax levy money as well as the PSAP money that is generated by cell phone users. Gene Hartman also inquired about the Harris and Marcs subscription fees; why the need for 2 MOUS; and what the cost was to the WCFD. Chief Wetherbee reported concerns about the inoperability of the County. Chief Wetherbee reported that Marcs has guaranteed their subscription fee for 2 years and CCI has guaranteed their subscription fees for 15 years. Chief Wetherbee reported that he was contacted by the State Attorney General to participate in a training video on Autism and Emergency Situations, and attended the video recording this week. Chief Wetherbee reported that he was interviewed by Channel 3 re: radios in Lorain County, and was also quoted on the front page of the Chronicle regarding political endorsements of the Lorain County Chiefs' Association. Chief Wetherbee reports that there is continued conversation about localizing dispatch services. Motion by Craig Norton, second by Walter Rollin to dispose of/donate old computer equipment, due to the equipment not being of use or value to the WCFD. Chief Wetherbee reported that there are several items that the WCDF does not use and has not used in years and may be of help to local non profit groups and the Wellington Police Department. Motion passed; Gene Hartman, abstained. Chief Wetherbee announced that there was a State of Wellington Address coming up March 28th at 8am he planned to attend and encouraged others to attend as able.

Adjourn: Motion made by Eric Flynn, second by Walter Rollin to adjourn at 9:56pm . All in favor.

Next meeting is April 3, 2024 @ 7pm.

President

Fred Pitts

Fiscal Officer

Walter Rollin

Approved 4-3-2024

**WELLINGTON COMMUNITY FIRE DISTRICT
BOARD MINUTES
April 6, 2024
REGULAR MEETING**

I. Pledge of Allegiance 7:07 p.m.

Call to Order by Fred Pitts President

Roll Call: The following members were present:

Brighton Twp. Craig Norton Penfield Twp. Eric Flynn Huntington Twp. Walter Rollin
Pittsfield Twp. Walter Bredel Wellington Twp. Fred Pitts Village Council Hartman

Fiscal Officer Poling

Others Present: Chief Wetherbee A/C Pitts A/C Regal Lt Fox
Lt. Knapp Lt. Hamer Kim Meyers

II. Approval of Minutes:

Motion made by Eric Flynn, 2nd by Craig Norton to approve the minutes of the previous meeting. All in favor.

II. Approval of Financial Report:

Motion made by Gene Hartman, 2nd by Eric Flynn to approve Financial Report as presented to the board. All in favor.

III. Approval of Expenses:

Motion set forth by Craig Norton, 2nd by Walter Rollin to approve current month expenses as presented. All in favor.

V. Department Report:

Chief Wetherbee submitted and went over his monthly report.

A/C Pitts submitted and went over his monthly report.

VI. Committee Reports:

Finance- None

House Numbering- 6

Personnel: None

Old Business: A/C Pitts reported that the Tyler New World Software is almost fully implemented. Chief Wetherbee reported continued planning for the April 8th Eclipse: meetings in person and via TEAMS and staffing of 10 from 8am Saturday through 8pm on Monday. Chief noted there could be continued staff if needed, and noted that Findley State Park Camping is full for the weekend.

New Business: Chief Wetherbee presented the Board with a Pager Programing agreement between SCLAD and WCFD for FF dual employed. A/C Regal noted that a similar agreement should be made with Rochester Fire and Rescue due to dual employed. There was discussion about liability insurance and the department whose call that the dual employed is on is liable. Chief

Wetherbee presented the Board the Medical Director Agreement Metro and noted that WCFD is a rider under SCLAD. It was further noted that LT Knapp is the Medical Officer for the District. Chief Wetherbee stated that he received the insurance for the year and noted a few changes that he was looking at with the agent and will present at a future meeting. Chief Wetherbee gave paperwork on two fire engine quotes to the board for reference in continued conversation. Budget and Finance committee will meet soon to discuss the budget for 2025 and the upcoming levy. Chief Wetherbee, A/C Pitts, and Lt. Knapp brought and showed the Board: the new radios, nozzles, hoses, turnout gear, RIT packs, and extrication equipment. They thanked the tax payers, donors, and grantor for the new equipment.

Adjourn: Motion made by Eric Flynn, second by Craig Norton to adjourn at 9:30pm. All in favor.
Next meeting is May 1, 2024 @ 7pm.

President _____ Fiscal Officer _____
Approved _____