



Jefferson Township Board of Trustees Work Meeting Minutes

The Jefferson Township Board of Trustees met in a Work Session on September 22, 2016 at 7:00 p.m. at the Administration Building, One Business Park Drive, Dayton, Ohio.

Trustee Mann called the meeting to order and led the Pledge Allegiance to the Flag.

Fiscal Officer Tracey Edwards did the roll call:

Roy Mann – Present
Mary Johnson – Present
James McGuire – Present

Administrator Len Roberts, Fiscal Officer Tracey Edwards, and Fire Chief Larry Sexton were also present.

Old Business – None

New Business:

DEPARTMENT REPORTS *(detailed department reports at www.jeffersontwp.org)*

Fire Department – Chief Larry Sexton

- Medic at Football game(s)

Chief Sexton reported that Jefferson Townships Fire Department provides medic services at all Jefferson Township home football games at no charge to the school district. The crew at the football games is an additional crew on duty, made up of firefighters who volunteer for the duty.

The crew at Station 60 will respond to the first alarm in the Township. If there is a second alarm, the crew on duty at the football game may be called away from the game.

Chief Sexton indicated that he contacted several local fire departments to determine how they deal with the issue. Trotwood has had a contract with the school district in the past. The school district did not pay cash for the service, but provided use of their facilities (computer lab) for the fire department testing. Currently Trotwood provides the service to the school district at no cost. Trotwood has three medics on duty at all times.

According to Assistant Chief Cadrill, the City of Dayton does not provide medic services for high school games. However, they provide medical services for the University of Dayton and Dayton Dragons games. This is overtime duty for Dayton Firefighters. Dayton charges for the service and it is a profit center for them.

He checked with several other fire departments. Some provide the medic service at high school games at no charge, others charge for the service.

In response to a question, Chief Sexton said the only real cost to Jefferson Township is the gas for transportation to the games. Since the crews are volunteers, there is no compensation attached.

Trustee Mann said the township has been providing the service to the school district for 33 years, at no cost and there is no problem. Therefore, he stated there is no reason for it to change.

After some discussion, the Trustees agreed to continue the current practice and provide medic services to Jefferson home football games at no cost to the school district.

Fire Inspections –

Including the Chief, we currently have four Fire Inspectors on the Jefferson Township Fire Department. All business and places of public assembly (i.e. churches, schools) are supposed to have an annual inspection. We are in the process of trying to catch up on inspections and completing a computer based data bank.

Chief Sexton distributed a list of 25 inspections that have been completed, since at the beginning of the year.

Normally inspections are done while the fire inspector is on duty, during their down times. However, during the last month. We brought in inspectors for 4 days to start catching up on inspections.

Roof Estimates –

As requested at our tour of fire stations, we received estimates for roof repair at all of our three stations.

The estimate for Station 61 (Germantown Pike) is \$10,000 for a rubber membrane. Mr. Roberts said in order to keep the discussion in context, jumping down on the agenda, there is a discussion on Fire Home Realignment.

The estimate for Station 59 (Dayton – Liberty Road) is \$10,000 to tear off the existing roof, replace up to two roof sheets and install 50-year shingles. There is a 5-year workmanship warranty on the project.

The estimate for Station 62 (Kimmel Lane) is \$10,000 to tear off the existing roof, replace, up to 2 roof sheets and install 50-year shingles. This roof has been replaced more recently than the others have. The Chief is trying to determine when it was replaced and the warranty on the roof.

Mr. Roberts pointed out that we cannot afford to replace all of the roofs right away. Therefore, we need to develop a priority and how we are going to furnish the replacement. He suggested that the top priority in Station 59, second, Station 62, and third, Station 61.

Board Trustees agreed to that priority.

Levy Commitment –

Our commitment in the Fire Levy campaign was to put medic crew on 24/7 at Station 59. Trustee Mann recommended that while we talk about it as a medic crew they would also operate the fire apparatus, so we should talk about it just as another crew.

Chief Sexton indicated that we currently have about 40 Firefighters / EMT on the fire department. In order to meet staffing for a second crew we will need 55 to 60 Firefighters / EMT.

Mr. Roberts pointed out a major issue in starting a second crew. We will not receive any cash from the new Levy until we received a cash advance from the County. This will be in late January or early February. There is no way we can start on January 1st. There are several things that need to be in place.

Trustee McGuire asked the status of the SAFR Grant. The SAFR grant would provide funding for additional firefighters. The first two-years would be paid by FEMA and we would pick up the salary for the last two years. FEMA, for some reason, is very slow in making awards for this year. As of now, we have not been notified that we have been turned down or awarded a grant.

As we bring on this second crew, Chief Sexton is proposing a shift supervisor on duty at all times. This will require an additional vehicle. He is proposing to assign the current Chief's car to the shift supervisor and replace the Chief's car.

In checking the State Bids, there are several options for a new Chief's car:

- Ford Utility Interceptor SUV - \$26,376
- Ford F-150 Pick Up - \$32,086
- Ford Expedition - \$36,239

The Chief's current car is a 2006 Ford Expedition. The Chief is recommending the Ford F-150 Pick-Up as the replacement vehicle. The price quoted includes the bed cover and sliding tray (in the bed). That purchase does not include siren, light bar, and siren package.

The Trustees were with the agreement on replacing the Chief's car with the Ford F-150 Pick-Up. Mr. Roberts and Chief Sexton will figure out the timing and financing of the replacement vehicle. In addition, Chief Sexton will see if a local dealer will beat the State Contract price.

Since the crew at Station 59 will be on duty 24/7, there is a need for a bunk area at the station. Chief Sexton is proposing building a bunk area at the front of the assembly room. The actual construction can be handled by the firefighters.

Mr. Roberts went back to the timing issues. There are several things that need done (staff, bunkroom, get vehicle, get money). The worst thing that could happen is setting an expectation that cannot be met. Therefore, he is suggesting setting a start date for the second crew between February 15 and March 1. The Chief and Administration will get back with a firm timeline.

In 2009, the Jefferson Township Board of Trustees contracted with former City of Dayton Fire Chief Larry Collins to conduct Fire / EMS Organization and Operation Study of the Jefferson Township Fire Department. Part of that study recommended going from four firefighters to three.

On September 7, there was an accident involving Station 61. Someone ran into the building and caused damage to the building. Our issues / concerns in involved in perusing a settlement with the woman's insurance company. There appears to be some cracking in the brick wall. A structural engineer has reviewed the building and indicated the wall has to be hydraulically lifted and the structure is safe. All of the apparatus has been moved to Station 59. The volunteers running out of Station 61 are currently running out of Station 59. Given the situation of Station 61, the Fire Chief is considering closing it.

The Trustees began a discussion on setting goals. Trustee Johnson suggested, at the next work session, to have a full discussion of short-term and long-term goals. Each Trustee shared their last of proposed goals with the other Trustees.

The Trustees went in to executive session to discuss "breaks and smoking."

Trustee Johnson moved to adjourn, Trustee McGuire seconded.

Meeting adjourned.

Attest:

_____, 10/26/2016
Leonard E. Roberts, Administrator

Approved by Trustees

Tracey Edwards 10/26/2016
Tracey Edwards, Fiscal Officer