

Matt Kelly, Chair

Called the meeting to order

Micki Simunek, Trustee

“The depositories refer to a certificate we had in the bank as of December 30. Total, \$1581,872.09. That gave us a hard stop on monies from one administration to the other. I just want you to be aware.”

Went over the tax rates and compared Buck Creek to Sugar Creek to compare balances.

Fire Chief salary was advertised, and Brandon will also receive his longevity pay of \$500.

Jenny has updated and created pamphlets, flyers and documents for the Community Room and Assistance. Community Room rules/regulations, rental information, working to get schedule online, additional county resource lists for assistance etc. We are working on Township assistance standards since our budget is so minimal. We have found the average rent in the area is ranging in the \$1500-\$2000 range. We met with Love I.N.C. of Greater Hancock County and Jenny met with Healthy 365 in hopes of offering additional assistance to our residents. We have also been referring out to ICAP, The Kenneth Butler Memorial Soup Kitchen and Senior Services. A Facebook page has been launched for Buck Creek Township alone. The campaign page is going to be put to sleep right now and we will be advertising meetings and focusing on the township through the Buck Creek Facebook page. We will advertise the sale of trash bags and reflective address signs for the firefighters for their fund as well. We purchased new address sign supplies for \$305.00 which will make \$625 back for the fire fighters and make it much easier for them to find homes if they have the reflective signs. Jenny has posted the rules and expectations for the community room throughout the room in hopes of keeping it nice. The room will have walls repaired, painted and floors cleaned up this Wednesday, Thursday, Friday.

Reviewed the Township nepotism policy. This is straight off the State's website. I only put our name on the top. We have to be aware that if there are any direct reports we have to have a policy.

We now have a township attorney, Peter Beering. He was a consultant on the chief interviews and hiring process and has offered to stay on. He is a great resource for us on legal documents or any situations that the township finds themselves in. He is a public safety attorney, in addition to being a public safety executive of many, many years, and so I think he's got us completely covered.

Our CPA Firm is working on some stuff for the 100R which is due at the end of January. Also, the annual financial report is due at the end of January as well. Reedy Group will more than likely prepare those documents because they have all the history. Although, their price was a bit high. It will be \$5-\$7,000. Our professional budget is only \$70,000. Seeking quotes from other groups.

The thought was that we would have a pinning ceremony for all our firefighters for the new fire chief, hopefully for new system fire chief and for all our guys, for their families, for our firefighters and their families. They will do Shift pictures. We'll have a photographer here. It'll be probably a Sunday afternoon. Update shift pictures and department pictures.

Matt Kelly, Chair

Do you have a date in mind?

Micki Simunek, Trustee

I have one in mind. It's just gotten him knocked out because I figured out it was double Super Bowl Sunday. Probably looking at either the 19th or the 26th of February. All of it also depends a couple of things. Mainly a new assistant chief on board because we want them to part of that.

Matt Kelly, Chair

Brought Scott Whitehouse up to speed on the nepotism policy since he came in late.

Scott Whitehouse

Questioned if this was something that was done in the past.

Erin Jordan

Explained that it had been done in the past and when she was on the board it was done because it was required.

Scott Whitehouse

Questioned if it effected anyone or anything that is going on now.

Erin Harsin

Stated it did not

Trustee

The only thing that comes to mind are the Burgen's. This does not affect them as they are on different shifts so no problem.

Scott Whitehouse

Does that keep family members from getting on as firefighters is like legacies or anything?

Matt Kelly, Chair

Greenfield Fire and Police have theirs squared away as well.

Scott Whitehouse

That's fine if you guys are in agreement

Matt Kelly, Chair

Made the motion to accept this nepotism policy

Erin Jordan

I second the motion, everyone in agreement and signed

Fire Chief Report

Mission statement is to change our focus to promote the department, work on training, work on response guidelines and taking our focus away from where we have looked outside for special events like the racetracks and deployments to changing our focus to looking inside as far as involvement within the department looking inward instead of outward. I stepped down as Union Vice President because I can't do both. The career staff will have a meeting to appoint a new District Vice President. The things set in motion last year are still a go. The PEP account, we already got the PTO days converted over. Talking about a contract, talking about merit days. I want to encourage whoever ends up in that position to work with me to keep that ball rolling. I think they are all good things for the career staff. They will also talk about Kelly Days. Medic 72 got a remount; they pulled striping off and there was rust. It was just surface rust, so it is being blasted off before covered. Erin and Scott need to get township emails set up. Assistant Chief resumes will be accepted until 5pm on Wednesday and hopefully by next Friday will have a decision on the new assistant chief/car 2. Looking and interviewing internally and chief candidates. Currently budgeted for 22 career fire fighters 2 vacancies Caden Hancock and Brandon's. 8/7/7. Starting a new hiring process to bring people in. New hires will go through a recruit school orientation and work with different shifts and staffs. Ongoing issue with the phones, getting close to resolution with a new township number. Should be up and running on the 25th.

Matt Kelly, Chair

Asked if we were going to send medics out to racetrack again this summer.

Chief

We should not be. We have created split focus from admin and staff time, and we need to focus more inward verses outside things. Checking to makes sure there are no previous signed contacts so we can step away from that. Also notifying them to let them know we will not be there. Minimum ambulances on hand, minimum 4. Greenfield fire has borrowed one ambulance recently.

Scott Whitehouse

He asked if Buck Creek's not going out to the race track & deployments meant our firemen losing their overtime.

Chief

Deployments are different. There were not career staff doing the racetrack. There were parttime people Rudy brought in. We weren't using staff, just pulling equipment out to the track. Some part time staff went some. Everyone loves the money from deployments and almost everyone has gone at one point or another. The problem we have now is if we send 2 ambulances and we have 21 career staff we are taking 4 people out of rotation. Even if we mix it with part time staff, we are still short. One of the focuses are staffing, we are asking for help so we can't turn around and send out 4-8 people. It's a visibility thing as well. I can't speak to individual finances, but we have to be focused on the department.

Chief

Yeah, when we get to that point. I think that's going to be probably something over the next six to eight weeks that we're going to take a hard look at just what the condition of the trucks are in. And so it'd be what trucks we're looking at offloading a lot of trucks, we're going to look at keeping. Again, it's going to be an interactive discussion. So, we may be just going to be involved in that because it deals with township assets, and then these guys will get involved with that as well. So I think what we'll do is probably over the course of the next six to eight weeks put together a proposal, what the plan is and what we've learned what we'd like to spend down as far as they want to buy. That'd be the time that we probably put the for sale sign on as an option.

Erin Jordan

And while you're doing that, I'm assuming you're going to take stock of everything from gear to all the stuff that's kind of been neglected and come up with kind of an immediate need type plan and a five-year type plan?

Chief

Yeah, the air packs we just did we just got here packs.

Chief

Yeah, so yes, we've got some there was a smoke trailer sitting out there. There's an old engine that sits out there as now is referred to as the Kwanzaa in Cumberland. And so it is on the list. It's not a high priority. Yeah, that's absolutely what I want to take a look at we want to look at everything and figure out what's kind of focus again, what makes sense.

Matt Kelly, Chair

Next up is me for the board. I want to come up with a set of bylaws, how we run the meetings, if you notice we're not hiding in the boardroom anymore. We're out in public. And part of that would be having a meeting agenda set one week in advance. And then at the end of every meeting, having an open discussion for the public two minutes per person. If you are fine with it, I'll start looking at other townships and come up with rules and bylaws.

In February, we can all present it to you guys, and we'll go from there. Sounds good if you guys are on board with that.

That's all I have Because I think they buy from the public.

Anyone from the public?

Next meeting is the 21st 6pm motion to adjourn. Erin Jordan 2nd.