

Berlin Township 2009 Fire Committee  
January 6, 2010

1 This meeting was held at the Berlin Township House, 3271 Cheshire Road, Delaware,  
2 Ohio, 43015

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4 **CALL TO ORDER**

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6 The 2009 Fire Committee meeting was called to order by Mr. Spangler at 6:00 PM.

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8 **2009 Fire Committee Members Present:** Steve Spangler, Joe Korleski, Elizabeth Kline,  
9 Pat Paykoff, Jim Hahn, Joe Holehouse

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11 **2009 Fire Committee Member Absent:** None,

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13 **Attendees:** Phil Panzarella, Trustee; Joe Pichert, Lieutenant Fire Department

14  
15 **PROOF OF PUBLICATION**

16  
17 Zoning Secretary Cathy Rippel provided proof of publication for the legal notice for this  
18 meeting, which was published on January 2, 2010 in the Delaware Gazette, providing  
19 notification of the meeting date, time, and items for discussion.

20  
21 **LEGAL NOTICE**

22  
23 Berlin Township Fire Committee will meet at the Berlin Township House, 3271 Cheshire  
24 Road, Delaware, OH on Tuesday, January 6, 2010 at 6:00p.m. Purpose of the meeting:  
25 Review fire department operations and make recommendations to Berlin Township  
26 Trustees. Public welcome to attend.

27  
28 By order of the Berlin Township Trustees,  
29 Theresa Cannon,  
30 Fiscal Officer

31  
32 Mr. Spangler announced that Assistant Fire Chief Hall resigned. Ms. Kline will fill in  
33 and take minutes.

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35 **MOTION #FC-9; Approve Meeting Minutes from December 8, 2009**

36  
37 Mr. Spangler asked if there were any corrections to the minutes. Mr. Holehouse stated  
38 that Line 86 says that information has been sent by email and has been attached in back,  
39 but he did not see an attachment. It was indicated that the attachments and handouts  
40 could be found in the file and that the minutes need to be corrected that the handouts are  
41 in the file.

42  
43 Approve meeting minutes as corrected from December 8, 2009

44 Motion by: Mr. Korleski

45 Seconded by: Mr. Hahn

Berlin Township 2009 Fire Committee  
January 6, 2010

46 Vote: Hahn-yea, Korleski-yea, Kline-yea, Paykoff-yea, Spangler-yea, Holehouse-year  
47 Motion Passed.

48

49 Comments:

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51 Mr. Spangler indicated that there was no further explanation or comment from Mr. Hall  
52 regarding his resignation. Mr. Pichert pulled the fire response runs at the request of Mr.  
53 Panzarella. The runs are broken down by date, shift, and dispatch time. Mr. Spangler  
54 asked how much difference when mutual aid is factored in. Mr. Pichert responded about  
55 two to three minutes difference. For example, with regards to the fire at Speedway  
56 associated with the electrical panel. Orange responded in six minutes and Berlin took 17  
57 minutes. It varies. With paid on-call incidents, mutual aid gets there quicker. Mr.  
58 Panzarella was provided with the full 911 report but there is a couple not included that  
59 Mr. Pichert included in his report. Mr. Holehouse asked if the response time is then  
60 faster with mutual aid, and Mr. Pichert said yes. Mr. Holehouse said that's what we are  
61 looking at, they can get there faster. Do they wait for us to start? Mr. Pichert said no, not  
62 if they can handle it. Mr. Paykoff said doesn't it take them as much as 20 minutes in  
63 Liberty Township to get to Dornoch? Mr. Pichert replied yes, that's an example of how  
64 we can help other departments. Mr. Spangler asked if the new road (Ohio Health  
65 Boulevard) has helped. Mr. Pichert said no, we go Peachblow to Worthington Arms.  
66 There is no quick way. Mr. Paykoff stated that we could use a new road by going  
67 through the old Hines property. Mr. Pichert said that it is hard to get across 23; it slows  
68 us down, too. Mr. Spangler asked if there is anything else on response times. The  
69 answer was no. Mr. Spangler moved on to the next issue- fire hydrants. Fire hydrants  
70 are an important aspect and the foundation of fire fighting. Last term before the building,  
71 we tried to get money grants for dry townships. However, now the trustees considering  
72 placing hydrants where supply lines are adequate. Delco won't pay for hardware, but  
73 they will install them. The price is approximately \$2500. Mr. Paykoff said that was too  
74 high. It should be around \$1500 but he will find out. Mr. Spangler said that the Chief  
75 gave him the price quote but I'm sure the prices vary. Mr. Paykoff said it still sounds too  
76 high and might be related to the brand. Mr. Hahn asked if the Fire Department is able to  
77 identify an area of need. Mr. Pichert said yes. Dale Ford Road is an example. The Chief  
78 figured that Dale Ford had adequate water supply and will supplement when going back  
79 down the long drives. It takes approximately one gallon of water to fill five in supply  
80 line- 3,000-gallons just to get it there. Mr. Paykoff indicated that the area is already  
81 developed and we should look at the lines there. Mr. Hahn asked how many hydrants are  
82 needed. Mr. Pichert stated that hydrants are put in when new development comes in like  
83 Clover Plains. They are development driven. Mr. Hahn stated that if the Fire  
84 Department identified the total need and over five years we work it in the budget to  
85 populate those, it would be a benefit. Mr. Spangler said yes, it would back up the  
86 trustees, no big expenditures coming up. It's a real benefit to residents and lower  
87 insurance. Mr. Paykoff added that the deep pond on Dale Ford might support a hydrant.  
88 Mr. Pichert indicated that dry hydrants must be operational year round. They must be  
89 able to get back to them as well. Mr. Paykoff indicated that since it's dry, there's nothing  
90 in it until activated. Mr. Hahn suggested identifying areas likely not be developed and  
91 plan to populate those over five years. Mr. Pichert indicated that Dale Ford is a good

Berlin Township 2009 Fire Committee  
January 6, 2010

92 one. Mr. Hahn asked how many fall like that. Mr. Pichert sated that several decades ago  
93 that Delco put strategic ones, as development came, we added to them. Mr. Hahn asked,  
94 so 10 to 15 are needed? Mr. Paykoff said we would struggle to put 10 in because of  
95 adequate lines. Mr. Hahn said that it sounds like a year project, not a five year project.  
96 Mr. Pichert indicated that existing hydrants are spaced out. Mr. Hahn asked about the  
97 area across from the Legion? Mr. Pichert indicated that the water was not good out that  
98 way which is why we have 2,500 gallon truck. No large lines out there. No  
99 infrastructure. Mr. Hahn indicated that it is not good for commercial development  
100 because of water and sewer issues. Mr. Paykoff indicated that the nearest water tower  
101 poses a problem because there are none up there. Mr. Holehouse asked who maintained  
102 the hydrants. Mr. Pichert said Delco does. In the spring, we flush the lines and send  
103 them the error report. We also dip them in the fall to make sure water is not in the frost  
104 line. Mr. Paykoff stated that the hydrant put in at Alum Creek is a dry hydrant at the boat  
105 ramp paid for the by the state. Mr. Pichert stated that most of the hydrants are in good  
106 shape, about 10 with repairs.

107  
108 **MOTION #FC-10; Hydrants**

109  
110 Motion to have the Fire Department work with the trustees to determine where the fire  
111 hydrants need to be and install them over the next one to two years.

112  
113 Motion by: Mr. Hahn

114 Seconded by: Mr. Korleski

115 Vote: Hahn-yea, Korleski-yea, Kline-yea, Paykoff-yea, Spangler-yea, Holehouse-year

116 Motion Passed.

117

118 Mr. Paykoff stated that the money needs to be in the Fire Prevention budget. Mr.  
119 Spangler said the next topic was to finalize the recommendations to the Trustees. The  
120 recommendation includes the bonus schedule. Mr. Spangler asked for any additions or  
121 corrections. Mr. Spangler stated that there appeared to be some confusion over the  
122 \$700,000 number. Currently the Fire Department receives \$692,000. Only a portion of  
123 that comes from the levy. The rest is variable, not a stable supply. We need to  
124 understand how it works. To clarify, the \$700,000 is to be generated from the levy only  
125 and the incidental funds are in addition to the levy. Mr. Paykoff asked where it comes  
126 from. Mr. Pichert said the incidental funds are from EMS rent, some taxes off mobile  
127 homes, state, tangible personal property, gifts, donations, etc. Mr. Korleski stated that we  
128 all agreed that we were going for renewal millage, but it's not a renewal if needing  
129 \$700,000. Mr. Paykoff indicated that it will collect close to that with the current millage,  
130 but it's not a renewal. Mr. Hahn indicated that 2.98 will raise \$700,000. Mr. Korleski  
131 stated that he would feel more comfortable if we ask for a renewal. Let's go with the old  
132 millage to generate enough to be close. Mr. Spangler indicated that less millage may be  
133 needed to get the renewal or it may get you more with some new homes and an increase  
134 in valuations. Mr. Korleski stated that if we go with a new levy, there will be a red flag.  
135 How much is this going to cost? Let's take the chance that the valuation will get more.  
136 Mr. Spangler said that it can be called a replacement instead of a renewal. Mr. Korleski  
137 stated that renewal sounds more comforting. It won't cost me more, easy to sell at the

Berlin Township 2009 Fire Committee  
January 6, 2010

138 ballot box. Mr. Paykoff asked what is the price of the bay and is there depreciation? Mr.  
139 Panzarella joins the meeting. Mr. Panzarella replies \$55,000. Mr. Spangler said that the  
140 best we can probably do is come up with the dollar amount. Only the Auditor can certify  
141 the number of mills. Just making sure that everyone is clear. Mr. Panzarella asked what  
142 number are you trying to come up with. Mr. Spangler said \$700,000. We explained that  
143 it's more than the current levy and includes additional things. Mr. Panzarella stated that  
144 the total township valuation is up one percent from last year as indicated by the Auditor.  
145 Mr. Paykoff indicated that the tax appeals are still in the process, how do they know?  
146 Mr. Panzarella stated that they usually use a two percent margin. Mr. Hahn asked what  
147 the valuation is. Mr. Panzarella said \$231,256,777 for Berlin Township this year. Last  
148 year was \$227,326,613. Mr. Spangler asked what time frame is one percent. Mr.  
149 Panzarella stated that the tax year 2009, real estate and personal property values, the time  
150 frame is one year. Mr. Spangler asked, but don't we know the percentage increase from  
151 the last levy? Mr. Panzarella stated that he did not know but would check. The amount  
152 used will be the denominator to generate millage. It can cause the millage to go down but  
153 still generate the same amount of money. Mr. Hahn indicated that the full-time tax  
154 valuation is 750 mill plus. Mr. Panzarella indicated that if a replacement levy is done, it  
155 will take a new valuation at 2.98 mills to give \$689,145. Mr. Panzarella also asked if the  
156 committee went over response time and what was it? Mr. Spangler said yes, Mr. Pichert  
157 went over it. Mr. Korleski said that the renewal will generate \$689,145 so approximately  
158 \$11,000 shy of the needed \$700,000. Mr. Hahn indicated that staffing costs from the  
159 Chief means that it can go down. Mr. Panzarella indicated that \$70,000 came from  
160 outside sources so we will get more than \$700,000. Mr. Hahn asked what the  
161 Lieutenant's rates are. Mr. Pichert said with benefits, it's about 10 percent more for a  
162 lieutenant. Mr. Panzarella stated that 23%-72% with an average of 50% overhead. Mr.  
163 Hahn stated that the first year including our staffing, we only need \$500,000. When we  
164 step up to 89 hours, we need \$622,000 for the lieutenant, chief, and firefighters. We  
165 cross \$700,000 if we get to 124 hours per week, which is twice what we have now.  
166 \$886,000 covers 92 percent of fires. Need \$972,000 to cover 100 percent of fires. Mr.  
167 Panzarella indicated that he got the fires for 2009 from the 911 database. If you look to  
168 adopt the first arriving company rather than Berlin, then there is a difference. We never  
169 missed a call with mutual aid. 24 hour/day overall average is 5.8 minutes less than the  
170 individual overall average. Outside normal duty hours, 6.1 minute reduction. Our data  
171 and county data are different. One call makes a big difference, up to 4.9 minutes. If you  
172 go off duty response times are 12 minutes but probably really 6-7 minutes. Response  
173 times during the day are better. Mr. Pichert indicated that you must look at all response  
174 times, not just fire. Mr. Panzarella stated that he only looked at first arriving fire at  
175 request of board. Our times are actually less. The distribution is interesting. There are a  
176 lot of calls on Sunday, and we respond. Mr. Holehouse asked if response time was part  
177 of the yearly reports. Mr. Pichert said yes, average of six minutes during the day and 12  
178 minutes at night, off-duty. Mr. Holehouse said that most departments didn't want to give  
179 actual times, only times with mutual aid. Mr. Pichert indicated that departments use their  
180 own and mutual aid is great but they need to get there on their own. The insurance  
181 company wants to know what we do. Mr. Paykoff indicated that the insurance company  
182 looks at mutual aid on big structures for due diligence. Mr. Panzarella said that if we  
183 count mutual aid, we can take off six minutes. Mr. Hahn indicated that if we double what

Berlin Township 2009 Fire Committee  
January 6, 2010

184 we have now, we will get 86% of fires without mutual aid. That would be six full-time  
185 plus lieutenant and Chief. Mr. Pichert indicated that the goal is to start with two full-time  
186 with three full-time and the lieutenant as the goal. Leave the Chief out but count the  
187 lieutenant. Mr. Panzarella indicated that the numbers he did with the white paper came  
188 close to Mr. Hahn's numbers. The job description for the Chief is a working chief. One  
189 thing the analysis is not considering is carryover. Last year to this year is a carryover of  
190 approximately \$112,000. Mr. Paykoff indicated that he thought the carryover was to go  
191 to depreciation and replacement of equipment. Mr. Panzarella stated that many things  
192 towards replacement equipment. Mr. Korleski stated that we've got a surplus and the  
193 millage generates more than we need. How do we then go to the taxpayers? Mr. Hahn  
194 stated that we are going to recommend adding hydrants and amortization for equipment.  
195 Mr. Panzarella stated that the five year plan at the current millage includes some  
196 equipment replacement and refurbishment like the \$50,000 for the tanker truck. Next  
197 year adds \$10,000 with the following year adding \$20,000. In out years, it gets higher  
198 because not paying back for the station. Remember- \$90,000 comes back next year. We  
199 shouldn't collect \$200,000 less because not a huge carryover for budge. Don't spend it  
200 but if it doesn't building up, we may get a surprise. Mr. Hahn said that the staff buildups  
201 show 63hours for \$422,000 if hire two full-time on top of the Chief and Lieutenant.  
202 That's the current for this year. If we stop at two times that, up to \$740,000. Mr. Paykoff  
203 asked if the worker's comp went down. Mr. Panzarella stated that he didn't know that  
204 off-hand. Mr. Hahn said that we need to add in for salary increases. Mr. Spangler said  
205 that we may need to budget for union issues in the future. We won't budget anything  
206 right now, but that might be a consideration in the future. Orange is considering it. Mr.  
207 Paykoff asked what is the per hour cost for Fire Department without carryover expenses?  
208 Mr. Hahn asked full-time or part-time cost? Mr. Paykoff asked what it comes out to for  
209 24hrs. Mr. Hahn said we don't have full-time staff, we have part-time staff. Mr. Paykoff  
210 said let's start with 24 hour coverage and work backwards. Mr. Hahn said just under \$7  
211 per hour, staff cost only. Mr. Paykoff said take that total budget with carryover and then  
212 divide it and see where we are. Mr. Panzarella said that with \$300,000 payment is \$8.10  
213 an hour including carryover. Mr. Hahn said that it works out to \$117.15 per hour for  
214 everything by taking the total budget and dividing it by the hours. Mr. Panzarella stated  
215 that when you figure personnel cost, you can't figure you will execute the schedule 100  
216 percent of the time. Mr. Hahn stated that to cover 63 hours, full-time staff up to 56 hours  
217 looked at it with two shift types- 9 and 12 hours. 63 hours with three staff equals 189  
218 staff hours with approximately 100 hours full-time and then two part-time staff for rest.  
219 1/3 of part-time staff to cover vacation, sick, etc. We can trade between time and a half  
220 and part-time staff. Mr. Pichert indicated that when you go to shift work, you get a  
221 special OT considerations for 24 hour shifts but not for 12 hour shifts. Mr. Hahn  
222 indicated that the numbers were for 12 hour shifts. Nine hour shifts the cost goes up at  
223 124 hours to \$740,000 just for personnel. The table looks at personnel, benefits, and cost.  
224 Mr. Panzarella asked but what about the rest needed to run the department? Mr. Hahn  
225 said that this is just the staffing cost projections to build up to full-time coverage. The  
226 rest of the costs would stay the same. This is just the second layer of the plan. Mr.  
227 Paykoff said that we need to know what we are getting for this levy. Mr. Hahn said that  
228 with more part-time than full-time the costs go up. Mr. Paykoff said that some of the  
229 money is not freed up until 2011. Mr. Hahn said that we need \$500,000 with no more

Berlin Township 2009 Fire Committee  
January 6, 2010

230 staff. \$422,000 if we reduce part-time and add two more full-time. Mr. Panzarella said  
231 that would cause a morale problem. Mr. Hahn said that we need to keep a part-time  
232 reservoir to draw from. Mr. Pichert stated that a happy balance would be with stability of  
233 full-time but also keep part-timers that have been there. You can use part-time to fill full-  
234 time position if needed in an emergency. Mr. Panzarella stated that it looks like it is not  
235 hard to bring on one more full-timer but more than that would cause problems. Tangible  
236 property taxes are going off inventories included in the budget as well as county rental  
237 and miscellaneous that resulted in \$712,000 even though the levy brought in less. Little  
238 things add up to \$100,000. We must budget on the estimate from the Auditor who is  
239 always conservative (two percent back). One more report is still not in. Mr. Hahn said  
240 that we will still continue to get right at \$700,000 correct? Mr. Spangler said, do we  
241 change to maintain a certain millage instead of a number? Mr. Hahn said that we don't  
242 see a need to change equipment so the recommendation we are making is how to head  
243 towards full-time and adjust hours as well as maintain what we have. Mr. Panzarella  
244 stated that will mutual aid, we don't miss any calls. Just us is 68% and now if added  
245 weekends and holidays- missed calls are on weekends and holidays, off-hours- but with  
246 mutual aid, none missed. With mutual aid, response times are the same. We beat  
247 everyone except to Worthington Arms. If you take out mutual aid, there is a difference.  
248 Mr. Hahn stated that if we broke down incidents by day of the week and hour of the day,  
249 41% covered before we went to weekend coverage. By adding day weekend and days,  
250 we got to 57% covered. Next would be to add to weekend days and weekend nights.  
251 Mutual aid will increase this plus different types of calls included. Mutual aid will make  
252 it look better. 124 hours gets us to 86% and we can stop awhile. Mr. Panzarella stated  
253 that we pay for mutual aid because we give it. We need to get credit for mutual aid.  
254 We've made significant efforts over the last four years to give more than we receive. Mr.  
255 Paykoff stated that he likes to include all incidents. All coming through deserve the same  
256 response to we need to look at all incidents. Mr. Hahn indicated that we could go to 124  
257 hours and cover 86% without mutual aid and over 90% with mutual aid. This would hold  
258 us for awhile. Mr. Paykoff asked what are the cost of runs to the park and the lake? Mr.  
259 Pichert stated that they were not very much, but he didn't have the run numbers. Mr.  
260 Spangler asked what Jim thought of the \$700,000 recommendation number? Mr. Hahn  
261 indicated that he was comfortable with the number. It gives us room to go up before we  
262 have to ask for any more money. Mr. Paykoff stated that we have to get through 2010.  
263 Mr. Hahn indicated that this will get us through. Mr. Spangler added that it's a ramp with  
264 carryover coming up in the later years. Mr. Hahn that it shows a buildup slowly based on  
265 growth and time. Mr. Panzarella stated that our numbers are within \$20,000 of \$700,000  
266 but we need to be careful because we have to make sure it passes. Mr. Hahn indicated  
267 that we are looking at six years with a warning that but may come back for incremental  
268 level if growth goes up. Mr. Spangler asked Mr. Paykoff what he thought of the  
269 \$700,000. Mr. Paykoff asked what would happen if we factor back 2.98, what would that  
270 generate. Mr. Hahn said that if \$231 million was actually taxed it would give back  
271 \$689,200 from a replacement. Mr. Korleski said that's at \$689,000 but we want  
272 \$700,000, which should be reached with other money coming in. Mr. Paykoff said that  
273 we will replace 2.89 with 2.89. That will bring in about \$689,000 and about \$100,000  
274 carryover. So the total in 2011 will be about \$789,000. Mr. Hahn indicated that of that if  
275 we hire one more full-time we will need \$460,000 for personnel including the Lieutenant

Berlin Township 2009 Fire Committee  
January 6, 2010

276 with differential and the Chief's salary but not for fire calls. Mr. Korleski indicated that  
277 we will generate the number of firefighters needed as roofs go up. It's good to say we  
278 will hire firefighters but we need the number of roofs to go up and the runs to go up if we  
279 are providing the service needed, which we are. Mr. Hahn indicated that the total calls in  
280 2008 were 236 calls with about 14 calls per 100 homes at \$603 per 100 homes. Delaware  
281 is approximately \$593 per 100 homes. Mr. Paykoff stated that we should propose to the  
282 Trustees that the Fire Committee should be an on-going committee to monitor the Fire  
283 Department issues and not just every five years. Mr. Panzarella stated that he heard lots  
284 of things with metrics, etc., and that the committee has a strategic plan in place. There  
285 has to be room for the Chief to come in and override the plan if needed. Mr. Paykoff  
286 stated that if we keep the committee, it can constantly adjust the plan and keep ahead of  
287 it. Mr. Panzarella stated that it would be great to bring up the fire hydrants and that the  
288 Chief has a plan. Mr. Paykoff said that the committee had done that, too, and discussed  
289 adding the fire hydrants into the recommendation as well as allowing for changing of  
290 scenarios. This will change if Liberty Township actually builds a fire station. Mr.  
291 Pichert said that they are looking at more towards Sawmill. Mr. Paykoff asked who will  
292 have to staff it. Mr. Hahn said Delaware will have to. Mr. Pichert added that Delaware  
293 will just send Berlin regardless. Mr. Hahn said that this just shows we need three staff  
294 and someday we may need more. Mr. Paykoff said that with the apartments going in on  
295 Peachblow with three bedrooms, that will take at least one more school just for the  
296 planned development. Mr. Spangler asked where we want to go with the  
297 recommendation. Is everyone in favor of \$700,000 or should we just use the 2.98 figure?  
298 Mr. Holehouse suggested replacement at 2.98. Mr. Hahn said to also point out that it  
299 extends the station coverage to 63 hours and allows growth to 90 hours staffed with  
300 others on call.

301

302

**MOTION #FC-11; Recommendation**

303

304 Motion to recommend a 2.98 replacement levy for six years.

305

306 Motion by: Mr. Korleski

307 Seconded by: Mr. Hahn

308 Vote: Hahn-yea, Korleski-yea, Kline-yea, Paykoff-yea, Spangler-yea, Holehouse-yea

309 Motion Passed.

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311 Mr. Spangler asked if we needed another meeting. Mr. Holehouse asked if we need more  
312 specifics in the recommendations. Ms. Kline indicated that earlier we recommended  
313 keep the recommendations a little more generic to all room for movement. Mr. Hahn  
314 said that we can show a profile with a proposed build-up. Mr. Holehouse asked about the  
315 fire hydrants. Mr. Spangler indicated that it was already in the minutes in the form of a  
316 motion. The whole records of the meetings go to the trustees. Mr. Holehouse asked Mr.  
317 Panzarella if he thought that more specifics were needed. Mr. Panzarella stated that this  
318 would be nice to have some of Mr. Hahn's charts to show metrics, mutual aid, and clearly  
319 state response times. Mr. Korleski stated that the committee should meet periodically,  
320 not just disband. Mr. Panzarella stated that you could make the observation that a lot  
321 learned so the trustees should consider keeping the process going. It doesn't cost any

Berlin Township 2009 Fire Committee  
January 6, 2010

322 money but depends on the goodwill of the citizens and Fire Department. Mr. Holehouse  
323 added that it is a win-win on both sides. May need to be ready with plans if something  
324 big comes in. Mr. Panzarella said it should be run by the Chief. Mr. Pichert volunteers  
325 his time now but can't count on that. You guys can say keep it going and the trustees  
326 have to decide and determine if there are any incidental costs. Mr. Paykoff agreed that  
327 the committee should meet at least once per quarter. Mr. Korleski said to keep it rolling  
328 so we are on top of the facts and figures. Mr. Panzarella said that the committee can  
329 challenge the trustees and had the ability to keep things going. Mr. Hahn stated that at  
330 the next meeting, we should see what metrics we should use- refine them- and see if they  
331 are working. Mr. Spangler said that we could ask about how we go about asking for a  
332 continuance of the fire committee. Do we need approval from the Trustees? Mr.  
333 Panzarella said that we can tell the Trustees that the process has merit and should keep it  
334 going. Mr. Spangler stated that we have completed the assignment we have been handed.  
335 We represent the public input. An ongoing meeting is a good idea. We did complete our  
336 task. Mr. Panzarella asked if Mr. Spangler would debrief the Trustees on Monday. It  
337 would be useful to give the Trustees a briefing so they have one month to get it done and  
338 submit the language in by February. Mr. Hahn said he would wrap some words around  
339 his tables for the Trustee meeting. Mr. Spangler said he would go to the Monday meeting  
340 and the summary. At this time there is no need for another meeting. Any late items? All  
341 said nay.

342

343 **MOTION #FC-12, Approve to adjourn meeting at 8:15 p.m.**

344 Motion by Mr. Hahn

345 Seconded by Ms. Spangler

346 Vote: Spangler – yea, Hahn- Holehouse-yea, Kline-yea, Korleski-yea, Paykoff- yea

347 Motion Passed.

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\_\_\_\_\_  
Steve Spangler, Chairperson

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\_\_\_\_\_  
Jim Hahn, member

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\_\_\_\_\_  
Joe Holehouse, member

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Joe Korleski, member

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Elizabeth Kline, member

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\_\_\_\_\_  
Pat Paykoff, member

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Attest: \_\_\_\_\_

367

Elizabeth Kline, member – Craig Hall- resigned