

## **Minutes of Leesburg Township Regular Meeting Monday, December 5, 2022**

The Trustees of Leesburg Township met in a regular session.

Members present: Chairman Kevin Dotson, Vice-Chairman Bill Lowe, Jeff Robinson (via phone) and Fiscal Officer Mellisa Weigand

Others in attendance: Fire Chief Tim Merrick, Keith Ingle, Sue Callahan, Brady Monroe, Tamisha Matus UCHD

Kevin called the meeting to order at 7:00 p.m. The trustees reviewed the November 7, 2022 meeting minutes. Bill made a motion, seconded by Kevin, to approve the November 7, 2022 minutes. The motion passed unanimously.

### **Old Business**

Golden Giant should be at the firehouse this week to repair the building. Eubanks is hopeful that they can finish installing the generator this week.

### **New Business**

Brady Monroe with Sign Lite came to the meeting to discuss his quote for the digital signage outside the firehouse. The sign works with the wi-fi in the building to change the messages. The quote does not include the under-ground electrical set up for the sign. Bill made a motion to accept the \$20,220 quote for the sign, seconded by Kevin. Motion passed unanimously. The sign will be paid for this fiscal year and installed around April when the ground is fit for concrete.

Tamisha Matus with Union County Health Department attended the meeting to discuss parks and trails. She explained her role at the UCHD as a coordinator and grant writer for healthy living initiatives in the county. Kevin asked if she could help with getting grant money for a trail and a pickleball court at the Magnetic ballfield. Tamisha is eager to help with obtaining funding for our projects. Capital bill funds may be available for pickleball and she will research for the walking trail. The Trustees will meet with her at the ballfield next week to give her a visual of the project.

The lawn tractor has been brought to the firehouse for winter storage.

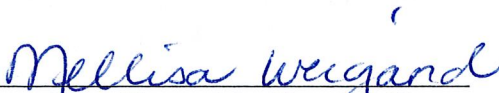
Fire Chief Merrick report attached.

The F.O. circulated warrants, purchase orders, vouchers and receipts for trustee approval. Bill made a motion, seconded by Kevin, to adjourn the board meeting. Motion passed unanimously.

  
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Leesburg Township Trustee

  
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Leesburg Township Trustee

  
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Leesburg Township Trustee

  
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Leesburg Township Fiscal Officer



## Monthly Report

### Operations:

Call Volume for the month of November in comparison

	2021	2022
Total EMS	25	38
Total Fire	4	36
Total MVA	4	11
Grand total	33	85

### Call by Township in the District

2021	2022
Taylor- 12	Taylor- 15
Liberty -11	Liberty- 17
York- 6	York - 8
	Leesburg 15
M/Aid - 4	M/Aid- 20

During the month of November, the members responded to 85 different incidents and there were only 3 occurrences when a response did not occur from the Leesburg Township station due to lack of staffing. 2 of which was covered by the other station. There was one occurrence due to multiple calls out of the Liberty Station with no response as well. Additionally, there were 76 different calls handles between both stations and 4 Mutual aid incidents where staffing was pulled from both locations outside the district.



## Summary

During November we responded to 75 different calls, including 38 EMS calls, 36 fire calls, and 11 Motor vehicle crashes in the district including 5 Mutual aid calls, which 4 of had responses from both stations. The one Mutual aid call that was taken during November was to assist the City of Marysville with a working fire and victims Staffing is at 86% we can operate at the 3/3 model in November overall was at 86% filled. December has 8 days and 21 nights that currently does not have 3/2 minimum. This shortage is compounded by 3 members getting full time at different departments, the 4 new hires from last month are still in the orientation period and one member was removed from the signups, placed on restricted availability due to performance issues, a member coming down with COVID while on vacation and another member being hospitalized. We have begun the grant process for AFG grants and in addition to the efforts to help with responses, professionalism, training, public relations and opportunity to provide better service to both the internal and external customer



#### Staffing Expenses:

\*\*\*2054 hours of the 2160 total available shift hours were filled\*\* 96% fill rate Liberty Station

\*\*\*1642 hours of the 2160 total available shift hours were filled 78% fill rate the Leesburg Station

Due to the staffing model changes we were able to assure a response out of both stations all but 86% of the time during the month of October. There were only 1 day (Thanksgiving) and 8 evenings where there was not adequate staff to respond out of both stations.

#### Items This Month:

1. The Thermal imaging cameras came in and are on the apparatus
2. Purchased TVs for both stations during the holiday sales, saved approximately \$2500.00 dollars
3. Multiple PR events including the Pancake Breakfast, Raymond Elementary and Green and Sons Winter Festival which included the businesses in Broadway
4. Multiple building inspection/ consultations throughout the district have occurred as well as inspections
5. Contact was made and working on quote for new airbags and controllers.
6. 14 additional fulltime applications were accepted interviews will be held December 7<sup>th</sup> and 8<sup>th</sup>. The intent is to have names to bring to the Board meeting on December 14<sup>th</sup>.
7. In the process of purchasing station vehicles
8. Continue working on a central location for equipment and operations.
9. The final bed was ordered for overnight staffing We are now able to house 3 members at the Leesburg Station and 4 at the Liberty Station. Staffing hours represents the 3 and 3 staffing model.
10. Dumpsters were delivered to both stations
11. 421 staffing hours was billed to Leesburg for coverage by Northwestern staffing
12. Spectrum was installed at the Leesburg Station. (do we need to port in the old number)
13. IPADS for the equipment at 301 are on the truck.
14. The Form fire link for those who are eligible for the benefits has been sent out
15. Tanker 291 has been sent in for a new fuel tank and fuel line repairs.
16. Received plans for the Honda R&D system upgrades



## **Minutes of Leesburg Township Regular Meeting Monday, December 19, 2022**

The Trustees of Leesburg Township met in a regular session.

Members present: Chairman Kevin Dotson, Vice-Chairman Bill Lowe, Jeff Robinson, Fiscal Officer Mellisa Weigand and Zoning Inspector Nigel Pence

Others in attendance: Fire Chief Tim Merrick, Ben Laird and Keith Ingle

Kevin called the meeting to order at 7:00 p.m. The trustees reviewed the December 5, 2022 meeting minutes. Bill made a motion, seconded by Kevin, to approve the December 5, 2022 minutes. The motion passed unanimously.

### **Old Business**

Eubanks is still preparing to finish the generator install. Building door should be fixed by the end of the year.

### **New Business**

Keith Ingle attended the meeting to provide information about the solar panel meeting, hosted by Ohio Power Siting Board, he attended at Ben Logan High School.

Chief Merrick reported there were four new hires this month. Leesburg's diesel tanker is back in use and Raymond has a tanker out of service.

Nigel reported the BZA approved the variance for Judy Gray at their last meeting. The builder has not applied for the permit yet. Nigel had an inquiry regarding zoning rules for a reptile farm in the township. There has not been progress contacting the homeowner on Sandusky St. regarding zoning laws. Jeff made a motion, seconded by Bill, to turn the case over to Thayne. Motion passed unanimously. The Pit Stop has until 1/31/2023 to show progress on the parking lot or they will be subject to fines.

Clean-up day will be April 15, 2023. We will use the same company as last year for the garbage dumpsters. We will get a metal recycling dumpster directly from Sims this year.

The Trustees met with Tamisha, UCHD, at the Magnetic Ball Field to show her our needs/wants for the park. She is eager to start writing grants for the township to try and acquire monies for playground equipment, walking path and pickleball courts. Tamisha asked if we could write a letter of intention for the grant and maybe ask for letters of support from the neighbors. Mellisa will work with her regarding that process.

Ben informed the Trustees that he received a call from Kathy Cantrell asking if he could fix a leaning headstone. It is not the responsibility of the Township.

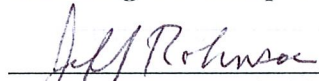
Jeff made a motion, seconded by Bill, to cancel the credit card Fire Chief John Cook used. Motion passed unanimously.

Mellisa presented the Trustees with a temporary budget for approval. The Trustees reviewed the temporary budget. Bill made a motion, seconded by Jeff, to approve the temporary budget. Motion passed unanimously. The Trustees reviewed the insurance renewal paperwork slated to renew in March. There were some changes made based on the merger with NWFD and their responsibilities for coverage. Mellisa will send the changes to Reinhardt for review.

The F.O. circulated warrants, purchase orders, vouchers and receipts for trustee approval. Jeff made a motion, seconded by Bill, to adjourn the board meeting. Motion passed unanimously.

  
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