**Grafton Township Trustees Meeting Minutes**

**September 29, 2020**

The special meeting concerning the fire department was called to order at 5:30 p.m. by Trustee Homer-Miller. Also in attendance were Trustee Wesemeyer, Trustee Weigel, Chief Bob Richards, & Assistant Chief Tim Adams. Fiscal Officer Amy Richards was not present. An open discussion was had concerning challenges associated with our fire/EMS department.

While call volumes have continued to increase, so have our resource challenges. We currently have a volunteer department (verses staffed). We are grateful for each of our volunteers. However, our volunteers have limited time to volunteer due to jobs, family obligations, etc. When calls occur during the day, we often need to call on neighboring communities for mutual aid.

Administrative workloads for volunteer fire departments are the same as for staffed departments. We are required not only to have standard operating guidelines (SOGs) but also to enforce them. Bureau of Workers’ Compensation (BWC) standards/requirements must be met. Continuing education not only needs to occur but also needs to be tracked/enforced. Physicals not only need to be done annually but also need to be tracked/enforced.

As fire department workloads increase, consideration needs to be made to possibly staffing Mondays through Fridays, allocating Bob Richards’ time between the road and fire departments, hiring another road employee, etc. Our current road levy amount has not changed in 20-30 years & does not cover our costs – especially when considering additional personnel. We need to consider staffing the fire/EMS department during the day with personnel having both EMT & fire certifications. In addition to being ready for calls, they can address some of the many administrative & maintenance tasks. Additionally, grant amounts vary based on staffing verses no staffing.

CARES Act items were briefly discussed. Additional items discussed included a new dryer, improvements to the shower area for decontamination purposes, & annual maintenance costs for LUCAS machines.

Medina Glass completed the installation of new glass on the fire truck. They confirmed separately with Chief Richards & Fiscal Officer Amy Richards that they will not bill Grafton Township for this. As a result, the trustees agreed to release the check issued to Williams that that had been held because the glass broke at Williams.

Trustee Homer-Miller shared proposed news with Trustees Weigel & Wesemeyer concerning safety (emergency alert system, fire hydrants, joining the fire department, lock boxes, reflective address numbers, open burning, etc.). She asked for their input before submitting it for publication in an upcoming edition of the Rural-Urban Record.

Chief Richards discussed some promotions he would like to make in the near future.

At approximately 6:56 p.m. Trustee Homer-Miller made a motion to adjourn the meeting, which was seconded by Trustee Weigel. Christie yes, Andy yes, & Carl yes. Motion carried. **20200929-01**

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**Trustee Homer-Miller, Chairperson Amy Richards, Fiscal Officer**