



Holmes Fire District #1

8478 OH 39

Millersburg, OH 44654

Phone 330-674-1926 | Fax 330-674-3535

www.holmesfiredistrict1.org

Holmes Fire District #1 Board of Trustees

Regular Meeting Minutes

February 13th, 2025 @ 6:00PM

Call to Order

Holmes Fire District #1 Board of Trustees met in regular session on February 13th, 2025, at 6:00PM. The meeting was called to order by Fiscal Officer Michele Gerber and the Pledge of Allegiance given.

Roll Call

The following board members were present: Dave Crilow, Kelly Hoffee, Mike Shriver and Chad Curry. Ervin Yoder was excused

The following staff members were present Michele Gerber, Brian Rafferty, Reuben Miller, Ryan Smith, Ryan Peterman, Chris Markley, & Josh Chrapowicki

Meeting Minutes

- A motion was made by Mrs. Hoffee, seconded by Mr. Crilow, to approve the minutes of the January 9th, 2024, regular meeting, *Approved by All.*

Financial Report – *Fiscal Officer Michele Gerber*

- A motion was made by Mr. Crilow, seconded by Mrs. Hoffee to authorize the Fiscal Officer to pay bills as presented. *Approved by All.*

Chief's Report – *Fire Chief Brian Rafferty*

- Presented board with the January report on call volume, including mutual aid, and reported on public service requests for smoke detectors and address signs.
- Reported that members Tristan Muich and Kendall Miller completed & passed EMT-Basic Class. They will be taking the National Registry test next week to complete certification.
- Paramedic Refresher class was completed at our station with members from several area departments attending.
- The invoice for the new Tanker 703 chassis was received and will be paid in March.
- Gave report on Lexipol Policy and Procedure software. Will be used to create a procedure manual and to update personnel policy. Price includes base policies and any updates in Federal and State Law. Program includes daily training and will keep record of employee receipt of new policies and procedures. Cost is just over \$7,000 annually.
- Quotes for turnout gear were presented with a cost of approximately \$4,000 per set. Four sets will be needed this year.

Old Business

- None

Protecting our Community with Courage, Compassion, and Commitment



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New Business

- A motion was made by Mr. Crilow, seconded by Mr. Curry to approve the purchase of the Lexipol Policy Program. ***Approved by All.***
- A motion was made by Mrs. Hoffee, seconded by Mr. Shiver to approve the purchase of 4 sets of turnout gear for the approximate total cost of \$16,000. ***Approved by All.***

Board Discussion and Open Floor

- Mr. Curry asked about foster home inspections done by the department.
- Mr. Shriver asked about the issue of apartments in downtown Millersburg being visibly addressed. He also asked about water pressure issue on north end of the Village.
- Mrs. Hoffee complimented Chief Rafferty on his presentation to Historic Downtown Millersburg.
- Lt. Ryan Peterman gave an update on the Officer Development Conference he attended.
- Lt. Peterman discussed recent work on certain grants.
- The meeting was adjourned by Mr. Crilow, seconded by Mrs. Hoffee @ 6:31 PM.

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