

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD REGULAR MEETING MINUTES**

January 25, 2023

Members Present

Matt Hiscock
Steve Hambley
Scott Miller
Conard Sarnowski

Brian Guccion

Personnel

Christina Fozio
Ben Nau
Chuck Stiver
Matt Sturgeon

Guests

Rob Haas

Chairman Conrad Sarnowski called the meeting to order at 8:31 AM.

Brian Guccion motioned to approve the minutes from the November 16, 2022 meeting, seconded by Matt Hiscock, and approved by all.

Christina Fozio presented the bills. Utility costs for the building in Montville were included in the bills. The group discussed our current occupation of Montville Township's building.

Brian Guccion motioned to approve the monthly operation bills for December 2022 and January 2023, seconded by Scott Miller, and approved by all.

Ben presented the annual LEPC Contract Resolution 2023-002. The LEPC resolved to enter the contract at its first annual meeting. Matt Hiscock motioned to approve Resolution 2023-002 as prepared, seconded by Brian Guccion, and approved by all.

Matt Sturgeon described Resolution 2023-003 Cash Transfers as the transfers which are listed in the annual budget. Scott Miller motioned to approve Resolution 2023-003 as presented, seconded by Matt Hiscock, and approved by all.

Chuck Stiver presented a resolution of the Medina County Fire Chiefs' Association recommending Assistant Chief Jim Carter of Seville-Guilford Fire Department, Chief William Disbrow of Chatham Fire Department, and Chief Rob Haas of Sharon Township Fire Department to appointment to the All-Hazards Advisory Committee for 2023. Matt Neil will represent the Police Chiefs Association. The EMA Director and fire chiefs of the three cities have permanent positions on the committee. Steve Hambley motioned to approve the recommendation of the Fire Chiefs' Association, seconded Matt Hiscock, and approved by all.

Dive Purchase – Chuck Stiver presented the dive equipment purchase proposal. This will add the dive rescue component to our water team. Chuck and Rob Haas researched equipment and sought quotes, presenting what they believe to be the best quote. Matt Hiscock asked, looking at the 2022 callouts, if we had the team how many callouts would we have had as an indicator to what we can expect. Chuck replied that we will likely adjust multiple protocols, such as for ice rescue, for dive to be activated on the onset. Brian Guccion raised the consideration of follow-on costs to the project. Chuck Stiver answered that once the \$100,000 project award is exhausted, he believes that based the water team's history of returning unused appropriations and by being a good steward funds and investing wisely we can

support the team in-house. Conrad asked what is the lifespan for the equipment? Chuck expects twelve to fifteen years if it's well maintained. Matt Hiscock stated that he has had a need for the capability and sees value in it in the City of Wadsworth and other partners. Matt Hiscock motioned to approve the purchase as discussed and contained in the AHAC Recommendation to the Executive Board, seconded by Steve Hambley, and approved by all.

Ben presented a complete list of 2022 EMA callouts to the group.

Ben and Matt Sturgeon requested approval to purchase a used Kyocera 3051ci copier for \$2,700. The machine is about one year old with about 40,000 copies. Matt Sturgeon expressed that he does not think we should enter into a service agreement since we decided to discontinue our previous agreement a few years ago. Matt Hiscock motioned to approve the purchase, seconded by Brian Guccion, and approved by all.

Ben gave an update on the building project. Clete from WMF is presently designing a pole barn with five bays and procuring contractors for geotechnical boring and surveying. Scott Miller asked Clete for an update on the construction timeline, which he is expecting this week.

Brian Guccion motioned to adjourn the meeting at 9:39 AM, seconded by Matt Hiscock, and approved by all.

A handwritten signature in cursive script, appearing to read "C. H. H.", is written in black ink.