

**Harlem Township Board of Trustees
Delaware County, Ohio
Special Trustee Meeting January 5, 2023**

This meeting was called to order by Dave Jackson at 8:00 am

Present: Carl Richison, Chair
David Jackson, Vice Chair
Jerry Paul, Trustee

Staff Present: Kendra Borrer Administrative Assistant to the Trustees
Michael W. McKeen Acting Fire Chief
Joe Ponzi Fire Chief Genoa
Frank Cook Ohio Fire Chiefs Association

Also Present:

Pledge of Allegiance

TRUSTEE COMMENTS

Frank Cook from the Ohio Fire Chiefs Association presented the Board and Genoa Fire Chief Joe Ponzi with packets of information and interview questions for each Fire Chief candidate to be interviewed and discussed the process of how the interviews would be handled. Administrative Assistant would be allowed to enter each session only to notify Panel that candidate was present. After each session Administrative Assistant was to escort candidate to the Acting Chief for a tour of our facility.

Hiring Panel reviewed packets, asked general questions to be asked of candidates and set plans for breaks.

EXECUTIVE SESSION

Executive Session

Trustee Richison motioned to move into Executive Session at 8:55am to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee. Seconded by Trustee Paul. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye.

- Invited into Executive Session: Ret Chief Frank Cook
Chief Joe Ponzi
William McCullough

Trustee Richison moved to recess from Executive Session at 10:28 am. Seconded by Mr. Paul. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye Motion passed

Executive Session

Trustee Paul motioned to reconvene Executive Session at 10:59 am to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee. Seconded by Trustee Richison. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye.

- Invited into Executive Session: Ret Chief Frank Cook
Chief Joe Ponzi
James Oberle (Cancellation)

Trustee Richison moved to recess for lunch at 11:15 am. Seconded by Mr. Paul. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye. Motion passed

Executive Session

Trustee Paul motioned to reconvene Executive Session at 12:57 pm to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee. Seconded by Trustee Richison. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye.

- Invited into Executive Session: Ret Chief Frank Cook
Chief Joe Ponzi
Scott Johnson

Trustee Paul moved to recess from Executive Session at 2:32 pm. Seconded by Trustee Richison. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye Motion passed

Executive Session

Trustee Richison motioned to move to Executive Session at 2:58 pm to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee. Seconded by Trustee Paul VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye.

- Invited into Executive Session: Ret Chief Frank Cook
Chief Joe Ponzi
Thomas O’Brien

Trustee Richison moved to return from Executive Session to the Regular Trustee Meeting at 4:08 pm. Seconded by Trustee Paul. VOTE: Richison, Aye; Paul, Aye; and Jackson, Aye Motion passed

Trustees discussed all candidates and how they scored each interview. The hiring panel stated that they each felt they had a candidate they wanted to proceed with, without further delay.

Trustees decided to call Thomas O’Brien back into the meeting to ask follow up questions.

RES. 23-0105T-001 APPROVAL FOR THE HIRING OF THOMAS J. O'BRIEN AS FIRE CHIEF FOR HARLEM TOWNSHIP DIVISION OF FIRE

Trustee Paul moved to offer Thomas J. O'Brien the position as Fire Chief for the Harlem Township Division of Fire starting January 9, 2023. Salary will be \$90,000 per year with 4 weeks' vacation, paid conferences, 2 accreditation site visits, up to 144 hours sick leave transfer in from Liberty Township not to be paid out upon separation from Harlem Township per Employment Agreement. Trustee Richison seconded. Roll Call Vote: Paul, Aye; Jackson, Aye; Richison, Aye. Motion passed.

RES. 23-0105T-002 ACCEPT RESIGNATION OF MICHAEL W. MCKEEN AS FIRE CHIEF

Trustee Richison moved to accept the resignation of Michael W. McKeen as Acting Fire Chief of Harlem Township Division of Fire effective January 9, 2023. Trustee Paul seconded. Roll Call Vote: Richison, Aye; Jackson, Aye; Paul, Aye. Motion passed

RES. 23-0105T-003 APPOINT MICHAEL W. MCKEEN AS ASSISTANT FIRE CHIEF

Trustee Paul moved to appoint Michael W. McKeen as the Assistant Fire Chief for Harlem Township Division of Fire for an undetermined transitional period of time. Salary will be \$3,000.00 per pay without benefits. Trustee Richison seconded. Roll Call Vote: Jackson, Aye; Paul, Aye; Richison, Aye. Motion passed.

Being there was no further business to come from the Board

Trustee Richison moved to adjourn this meeting at 4:49 pm. Seconded by Trustee Paul VOTE: All yes

Motion Passed.

Dave Jackson, Chair

Jerry Paul, Vice Chair

Carl Richison, Alternate

Attest:

Lisa Hursey, Fiscal Officer

Minutes Approved January 18, 2023