

RECORD OF BOARD MINUTES

Boone County, Kentucky

December 14, 2011

The Point Pleasant Fire Protection District Board of Trustees met in regular session at the Point Pleasant Fire Station, Marshall Station, 3444 Turfway Road, Boone County, KY at 9:00 AM on the 14th day of December 2011, with a quorum present:

Chairman Ed Divine
Secretary Arthur Crowe
Trustee Brian Laws
Trustee James Rice
Trustee Eric Seibel

Trustee M.L. Thinnes
Chief Giordano
Council Bill Knoebel

Members absent: Treasurer Debbie Newman

CALL TO ORDER

Chairman Divine called the meeting to order at 9:00 AM.

SPECIAL PRESENTATION/CHANGE OF ORDER

As the first order of business, Chairman Divine swore in William Stevie as a career Firefighter/EMT.

Chief Giordano made special note that the monitor was installed in the conference room. The future intent is for all further Board meetings to be electronic in nature to reduce paper waste. All appropriate materials will be e-mailed to Board members for review prior to the meetings and hard copies can still be printed if requested.

As the second order of business, Chairman Divine advised that he received notification that Eric Seibel's request to fill the open Trustee position as Firefighter representative was approved by the Boone Fiscal Court. Chairman Divine swore in Eric Seibel as the newest Board Trustee. Eric Seibel will serve the remainder of Trustee Matthews term until the regularly schedule election for this position June 2012.

MINUTES OF NOVEMBER 9, 2011 DISTRICT BOARD MEETING

The chair entertained a motion to dispense with the reading of the minutes from this meeting. Motion made by Trustee Thinnes; seconded by Trustee Rice. Motion carried; all in favor.

The chair entertained a motion to accept the minutes from this meeting as recorded without any additions, corrections, or deletions. Motion made by Trustee Crowe; seconded by Trustee Laws. Motion carried; all in favor.

TREASURER'S REPORT

The Treasurer's report was submitted for all to review.

The chair entertained a motion to accept the Treasurer's Report. Trustee Rice moved accept; seconded by Trustee Thinnis. Motion carried; all in favor.

CHIEF'S REPORT

Chief's report was distributed. Specific discussion was given on the following points:

- Chief did make mention that a large payment was made to Vogelpohl Fire Equipment for equipment purchases on grant. Also the District did receive a refund from KACO.
- Jason Matthews has returned to work and begun his re-orientation. Chief Giordano recognized a need to enter into executive session to discuss this situation.
- Chief Giordano did receive Jason's resignation as the Asst. Chief. He recommends accepting this resignation under new business.
- Chief Giordano is working directly with SuperVac to address the problems with the ventilation unit. The unit was sent to Florida via flatbed to have the problems corrected with the appropriate stake-holders.
- Ladder 1360 is having some maintenance issues. Captain Rice is addressing them.
- The station generator experienced some problems during a recent power outage. It has been corrected.
- The new hose and nozzles purchased under the AFG grant are now in service. The Chief requested the District Board to declare the hose and nozzles that this equipment replaced to be declared as surplus in new business.
- Insight cable is now up and running for the station for phone, internet and television. We should experience better service at a lower cost.
- Chief Giordano and Asst. Chief Seibel met with Council Noble in regards to utilizing the HGAC Buy program to purchase the new aerial device. Since the District has not adopted the Model Procurement Code, it is the recommendation to not proceed in this direction, but to adopt a time-line and proceed with a traditional bidding process. Chief Giordano advised this will involve considerable work for the truck committee. The recommendation is to open the bid process on December 22nd and have the official bid opening on January 19th, with a recommendation for purchase at the February Board meeting.
- Chief Giordano reported that the District has received \$90,000 worth of Paratech equipment on UASI grant. This equipment will be mounted on the \$214,000 vehicle that the District received on UASI grant. He requested the District Board approve no more than \$10,000 to have this equipment professionally mounted on the vehicle. Chief Giordano will find this money in the budget.

COMMITTEE REPORTS

EMPLOYEE RELATIONS

No report.

BUDGETING & FORECASTING

No report.

RETIREMENT

No report.

ELECTIONS & APPOINTMENTS

No report.

INTERNSHIP

No report.

WORKER'S COMPENSATION

No Report

HEALTH INSURANCE AND BENEFITS

No Report

VEHICLE STATUS

Included in distributed Chief's report.

UNFINISHED BUSINESS

Council Knoebel reported that he filed the letter with Williams Business Solutions' council in regards to the ongoing litigation. He has received no response at this time.

Chairman Divine advised that in reference to the HGAC Buy program, he was going to ask for an update, but it was already completed in the Chief's report. Council Knoebel advised on the District operates under the single procurement as opposed to the model procurement code. Since the District has not adopted the model procurement code, he was concerned with utilizing the HGAC Buy program and the seven Board members could be personally liable for the purchase.

PETITIONERS & COMMUNICATIONS

No Report

EXECUTIVE SESSION

Chief Giordano identified a need to enter in executive session as outlined in KRS 61.810 KRS 61.810 (1) (f)

KRS 61.810 (1) b, c, e, f, g, j, and k:

(1) All meetings of a quorum of the members of any public agency at which any public business is discusses or at which any action is taken by the agency, shall be public meetings, open to the public at all times, except for the following:

(f) Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. This

exception shall not be interpreted to permit discussion of general personnel matters in secret;

The chair entertained a motion to enter into executive session. Motion made by Trustee Thinnes; seconded by Trustee Crowe. The Chair requested that the Chief remain in Executive Session. Motion carried, all in favor. District Board entered into executive session at 9:49 AM.

The chair entertained a motion to exit executive session. Motion made by Trustee Crowe; seconded by Trustee Rice. Motion carried, all in favor. District Board exited executive session at 09:59 AM.

NEW BUSINESS

Chairman Divine entertained a motion to accept the time-line proposed by Chief Giordano for the purchase of the new aerial; (open the bid process on December 22nd and have the official bid opening on January 19th, with a recommendation for purchase at the February Board meeting to include a payment options presented by Chief Giordano). Motion made by Trustee Seibel; seconded by Trustee Thinnes. Motion carried, all in favor.

Chairman Divine entertained a motion to accept the resignation of Jason Matthews as Assistant Chief. Motion made by Trustee Crowe; seconded by Trustee Thinnes. Motion carried; all in favor. Chairman Divine requested clarification the Jason is currently serving as a firefighter. Chief Giordano advised that he is back in operations with a proportionate employment package.

Chairman Divine entertained a motion to allot up to \$7,000 to contract with Vogelpohl Fire Equipment to have the UASI Paratech equipment mounted on the truck. Motion made by Trustee Seibel; seconded by Trustee Rice. Motion carried; all in favor.

Chief Giordano advised that the Fire District administration recently met with our previous EMS billing company in regards to their new billing software. This is in response to our continued problems with our current billing company and reduced revenues. The previous company now has new software to correct the problems we previously had with their company. Chief Giordano advised we are going to seriously investigate switching back to this company, which may require some hardware purchases. He advised we will have further information over the next few months. Trustee Thinnes inquired if the reporting will involve proper coding and appropriate follow-up, which is what we have been having problems with. Chief Giordano advised this is the old company that had good collections, but had problems with technology. The company identified this problem and has contracted with a separate software firm to correct this problem.

Chairman Divine entertained a motion to declare the following equipment as surplus:

- 1 ½": 150 Ft. @ \$28
- 1 ¾": 2050 Ft. @ \$207
- 2 ½": 850 Ft. @ \$221

- 3": 1400 Ft. @ \$364
- 5": 1100 Ft. @ \$279
- Four (4) Fixed GPM Nozzles @ \$600

Motion made by Trustee Crowe; seconded by Trustee Rice. Motion carried; all in favor.

The Chair and Chief Giordano advised the building was tuck pointed to prevent water and moisture from entering the building. This was about a \$4,000 expense that was budgeted. Chief Giordano advised that very soon we will have to replace the roof over the apparatus bay floor. The Chair and Chief Giordano recognized Captain Jeff Groneck's efforts in completing this project as well as electrical issues, IT, and the Insight switch. Chief Giordano further recognized the efforts that Captain Rice has put in with coordination vehicle maintenance. Chief Giordano advised the Board that they get a lot of effort from their operational people.

Chief Giordano advised that Ancra has recently donated several thousands of dollars of equipment to District. He advised that this is not the first time they have donated equipment to us and that they have always been a good corporate partner. He requested that they formally be recognized in the Board minutes and also asked that the Board authorize up to \$100 to purchase a plaque to present to them. Motion made by Trustee Seibel; Seconded by Trustee Thinnes. Motion carried; all in favor.

Chairman Divine noted that the fire hydrant in front of the station was recently broken and replaced. This hydrant is owned by the Fire District and is the responsibility of the Fire District to replace. However, this hydrant was replaced by the Boone County Water District at no cost for materials or labor. Chairman Divine requested that the Board send a thank you letter to the Water District to recognize their efforts.

Trustee Thinnes requested that the District follow up and ensure that the retired members who could not attend the 50 year celebration received their statuettes that all the members which attended did receive.

ADJOURNMENT

The next Point Pleasant Fire District Board Meeting will be at the Marshall Station on January 11, 2012 at 9:00 AM.

The Chair entertained a motion to adjourn. Motion made by Trustee Crowe; seconded by Trustee Thinnes. Motion passed, all in favor. Meeting adjourned at 10:20.



Mr. Art Crowe

Secretary

Point Pleasant Fire Protection District
Board of Trustees

