

RECORD OF BOARD MINUTES

Boone County, Kentucky

April 11, 2012

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 11th day of April 2012, with a quorum present:

Chairman Ed Divine

Treasurer Debbie Newman

Secretary Arthur Crowe

Trustee Eric Seibel

Trustee M.L. Thinnes

Chief Giordano

Council Bill Knoebel

Members absent: Trustee Brian Laws, Trustee James Rice and Chief Giordano (illness)

CALL TO ORDER

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

SPECIAL PRESENTATION/CHANGE OF ORDER

No special presentations or change of order.

MINUTES OF MARCH 2012 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 Crowe. Motion carried; all in favor.

The chair asked if there were any additions, corrections, or deletions to the minutes from this meeting. No further changes were noted.

The chair entertained a motion to accept the minutes from this meeting as recorded. Motion made by Trustee Thinnes; seconded by Trustee Newman. Motion carried; all in favor.

TREASURER'S REPORT

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

Special attention was brought to the following items:

1. Chairman Divine inquired if the payments to CSI were delayed over several months. Treasurer Newman advised they were not delayed, it depends upon their billing cycle.
2. Chairman Divine inquired about the large payment to Vogelpohl Fire Equipment. Asst. Chief Seibel advised \$7,000 of this was funds authorized by the board to mount the paratech equipment received on grant on the TRT truck. The other bills were a collection of miscellaneous repairs to equipment and apparatus.
3. Trustee Thinnes inquired to the Banc of America Payment. Treasurer Newman and Asst. Chief Seibel advised this was returned funds collected under the wrong schedule that were authorized by the Board to return at the last month's meeting.

4. Asst. Chief Seibel advised we did receive the outstanding payments on our PILOT payments. Trustee Thinner inquired if there were any more outstanding appeals. Asst. Chief Seibel advised these were PILOT payments and were different from the property assessment appeals and Foreign Trade Zone (FTZ) contentions. Treasurer Newman advised we budgeted \$224,000 for PILOT payments and actually received \$258,000.
5. Asst. Chief Seibel brought attention to the discrepancies in the personnel payments and where they stand for the fiscal year in regards to career, overtime and part time wages. These percentages will not be close to what was budgeted this fiscal year due to the extended absences due to leave of some of our career personnel and utilizing part-time personnel to back fill their absences. He advised even though the individual line items may be off, Chief Giordano and he will work to ensure the overall budget remains intact.

The chair entertained a motion to accept the Treasurer's Report as submitted. Trustee Crowe moved accept; seconded by Trustee Thinner. Motion carried; all in favor.

CHIEF'S REPORT

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

1. Lt. Brotherton is still out on medical leave until further notice.
2. A/O John Keel will be out the month of April for medical leave. He will return to full duty on May 1.
3. We continue to coordinate the final utilization of all available employee vacation time.
4. Intern Program:
 - David Ausdenmoore has graduated and fulfilled his requirements for the program. He is resigning from the internship program and requesting to be hired as a part-time firefighter/EMT.
 - The following candidates were evaluated and recommended by the Intern Program as full time interns: Jake Burdine, David Davis, and Anthony Mulfetta.
 - The following candidates were evaluated and recommended by the Intern Program as part-time interns: Tim Braun & Justin Sullivan
5. The new Tahoe was ordered and has arrived. It has been decaled and is in the process of getting its emergency equipment and radios mounted. It will be placed in service shortly.
6. The door latch had to be replaced on the current ladder 1360.
7. Asst. Chief Seibel also advised that the 1 year unlimited warranty is about to expire on the new Engine 1351, so all crews have been asked to go over the unit with a fine toothed comb.
8. The refrigerator had developed a leak in the coils and was not cooling properly. Captain Groneck worked with Kent refrigeration to locate a new component and repair the unit.
9. Chief Giordano will be out of town on vacation, May 12 – May 19. Asst. Chief Seibel will be available during his absence.
10. Request action/direction from the Board on the submitted CIP
11. Request action/direction from the Board on the 2011 Annual Report

12. Due to budget presentation and availability of data, requesting Board make one of the following arrangements:
 - Move regularly scheduled May 9 meeting to May 23, or;
 - Have two (2) May meetings:
 - Regular Board Meeting May 9, and;
 - Special Budget Meeting May 23.
13. Chief Giordano and Asst. Chief Seibel met with St. Elizabeth Business Health to develop a more formalized Health & Wellness program. This meeting involved meeting with one of the overall directors of St. E. Business Health, the director of the Industrial Therapy/Training Department and one of the directors of the Physical Therapy Department. They looked over our facilities and will be returning with a formal plan and recommendation. The plan will involve on-site training professionals and associated costs to initiate.
14. Chief Giordano and Chief Allen of Erlanger met with regards to upcoming changes in the ALS contractual agreement and the billing arrangement. There are changes coming, but there has been no follow up information since the initial meeting. Chief Giordano will keep the Board posted of new developments. Chief Giordano and Asst. Chief Seibel are keeping all options open and investigating all paths from billing companies to service deliveries.
15. Chief Giordano contacted Crowne Castle who leases the tower, in regards to their liability insurance. He finally received notification on this property Monday.
16. In regards to Chapter 18, a new binder has been completed to coincide with this policy and the accident report form has been updated. All shifts have been trained and the program has been implemented. This program has already been exercised for the replacement of the District mailbox when it was struck and destroyed by an outside contractor's vehicle yesterday. The mailbox will be replaced by the contractor today.
17. Our contract with St. Elizabeth Business Health needs to be formally noted and executed.
18. 2011 AFG Fire Prevention and Safety – We are currently in the process of applying for a propane training prop to teach the use of extinguishers to residents and industry. We are also seeking a Spanish language program. Our match for this grant should not exceed \$1,000.
19. 2011 KOHS – We did finally hear back on this request. They requested a revised list of \$20K from the original \$79K list that was submitted. Asst. Chief Seibel and I revised this list and submitted to Rick Watkins, the KYEM Region 6 Coordinator for approval. After receiving his approval, the modified list was sent to KOHS for final approval. These funds were authorized, so we are simply waiting approval to begin purchasing

20. Treasurer Newman asked about the building collapse training scheduled for this Saturday in regards to how the building will be collapsed and what training will be conducted. Asst. Chief Seibel advised that Sanitation District #1 is bringing a large track hoe on Friday to physically collapse the building. The training that will be completed is Technical Rescue Team training to practice shoring the building, completing void searches, and removing trapped victims from collapsed buildings.

COMMITTEE REPORTS

EMPLOYEE RELATIONS

Information to the membership advising them of the existence, purpose of the committee, and points of contact for the committee will be posted to advise the membership.

BUDGETING & FORECASTING

The committee had their first meeting. No report at this time other than the request to change the May meeting date to allow the committee to receive all necessary financial information and advise the Board.

RETIREMENT

No report.

ELECTIONS & APPOINTMENTS

Trustee Thinnes advised the election process in on schedule.

INTERNSHIP

Already discussed in the Chief's report.

WORKER'S COMPENSATION

Already discussed in the Chief's report.

HEALTH INSURANCE AND BENEFITS

There will be another meeting May 10th @ 1:00 PM in Union. This is not the normal time, but they are trying to get it completed prior to budget time so they can advise the Boards if they can expect any increases for the next Fiscal Year budgets.

VEHICLE STATUS

Included in distributed Chief's report.

UNFINISHED BUSINESS

Council Knoebel reported he did hear from the other attorney in the WBS case. He advised he received a phone call from their attorney on Monday inquiring what she was supposed to be doing at this time. He advised her we were still waiting to hear if they had accepted the Board's

last offer in November. She called back to advise they had rejected the Boards' offer of \$4,300. He advised her Board authorized up to \$5,000. If they did not accept that offer, he would move further on obtaining her client's deposition. He has not heard back from her as of yet. He advised he would expect the court to dismiss the case in 6 months if there is no further action on the case.

Chairman Divine asked if there are any further issues with 1367. Asst. Chief Seibel advised there have been many more tests run and there appear to be no further issues.

Chairman Divine asked if the paperwork on the old Grumman pumper has been transferred. Asst. Chief Seibel advised Chief Giordano will have to advise on that issue.

Chairman Divine asked about the financing report on the new aerial purchase. Treasurer Newman advised they are still waiting on information from KACO.

PETITIONERS & COMMUNICATIONS

No Report

EXECUTIVE SESSION

No need was identified to enter into executive session.

NEW BUSINESS

The Chair entertained a motion to accept the resignation of David Ausdenmoore from the Intern program effective April 30, 2012. Motion made by Trustee Thinnes; seconded by Trustee Crowe. Motion passed, all in favor.

The Chair entertained a motion to accept David Ausdenmoore as a part time Firefighter/EMT effective May 1, 2012. Motion made by Trustee Crowe; seconded by Trustee Thinnes. Motion passed, all in favor.

The Chair entertained a motion to accept the Tim Braun, David Davis, and Anthony Mulfetta into the Intern Program. Motion made by Trustee Thinnes; seconded by Trustee Newman. Motion passed, all in favor.

The Chair entertained a motion to accept the March 2012 updates to the Capital Improvement Plan and the 2011 Annual Report. Motion made by Trustee Newman; seconded by Trustee Thinnes. Motion passed, all in favor.

The Chair entertained a motion to move the regularly scheduled May 9, 2012 meeting to a special meeting on May 23, 2012 at the request of the budget committee so they have time to prepare after they receive initial financial information. The Chair will limit normal discussions at this meeting to allow in-depth attention to the proposed budget. Motion made by Trustee

Newman; seconded by Trustee Crowe. Motion passed, all in favor. The chair will take care of filing all of the appropriate notices and paperwork.

Council advised that he reviewed and approved the proposed contract with St. Elizabeth. This paperwork will be forwarded to Chairman Divine so it can be signed and executed.

Trustee Seibel advised the Policy Committee met and is looking at changes to Chapter 1 in the Personnel Policy. These changes will include updating the current mission statement and adopting a set of core values for the District. It will also include the official adoption of the District Vision Statement. These changes will be distributed prior to the June meeting and presented for District action at the June meeting, so as not to conflict with the May budget meeting.

Chairman Divine inquired as to the large stack of wood behind the station. Asst. Chief Seibel advised that next week the District will be conducting four live fire training exercises utilizing the Flashover trailer. Three of these classes will be for our and Erlanger's operational personnel. The fourth class will be for the regional firefighter essentials class. This will result in smoke in the area next week and will take care of the wood storage problem behind the station.

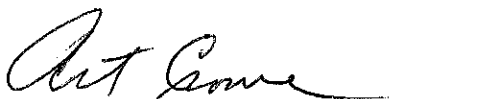
Chairman Divine asked about when the burn ban goes into affect. Asst. Chief Seibel advised the EPA burn ban was in effect from May 1 to October 1 every year.

Discussion came up in regards to document shredding and members of the Board had personal documents that needed to be shredded. There are apparently several low cost or free options in the area. Asst. Chief Seibel advised he would look into setting up a day to have one of these vehicles present at the station for the District and its members.

ADJOURNMENT

The next Point Pleasant Fire District Board Meeting will be at the Marshall Station on May 23, 2012 at 9:00 AM.

The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by Trustee Crowe. Motion passed, all in favor. Meeting adjourned at 09:46.



Mr. Art Crowe
Secretary
Point Pleasant Fire Protection District
Board of Trustees