

## RECORD OF BOARD MINUTES

Boone County, Kentucky

February 8, 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 8<sup>th</sup> day of February 2012, with a quorum present:

Chairman Ed Divine

Trustee M.L. Thinnes

Treasurer Debbie Newman

Secretary Arthur Crowe

Chief Giordano

Trustee James Rice

Council Bill Knoebel

Trustee Eric Seibel

Members absent: Trustee Brian Laws

### **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 JANUARY 11, 2012 DISTRICT BOARD MEETING**

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

The chair asked if there were any additions, corrections, or deletions to the minutes from this meeting. No 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 Rice. 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. The payment made to Moore Medical was for EMS supplies.
2. The squad refunds on EMS billings were for re-imburements on runs where either the patient over-paid prior to the insurance company paying or in a few cases, the insurance company accidentally paid twice.
3. Trustee Thinnes asked if we were still investigating switching EMS billing companies. Asst. Chief Seibel advised were still investigating, but had not moved forward as of yet.
4. The training center fees were for our inter-local agreement and cost-share to fund the Boone County training center until the bonds used for construction are paid off.

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

### **CHIEF'S REPORT**

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

1. Quick snapshot of graphs generated by QuickBooks was presented for Board to review.
2. Trustee Thinnes asked as to the status of the tax assessment appeals that have been filed. Chief Giordano advised that he could not verify the status of the appeals at this time, but he will try and get this information for the next meeting.
3. Intern David Ausdenmoore has graduated from college but is remaining with the intern program to pursue Paramedic
4. Intern candidates Jacob Burdine and Justin Sullivan have begun the Kenton County Essentials Class.
5. Firefighters Keel and Rath both received on the job injuries. Rath's incident was handled and with no follow up care required. Keel's injury will require follow up physical therapy, but he will remain on active duty with no restrictions.
6. There is a problem with the way we are currently reporting and addressing injuries. Chief Giordano is reviewing and re-drafting (with the assistance of Council Knoebel) the policy and will train our officers on the new procedures. We are doing things to the minimum, but could be doing better. Trustee Thinnes asked if we were ever fined for incomplete or lack of paperwork. Chief Giordano advised that we have never been fined as we are completing the minimum required, but we can do better.
7. The apparatus report was very briefly reviewed. The ambulance is currently out of service for repairs, but there are no other major issues pending. Chief Whalen from Williamstown will be borrowing the old ventilation truck next week so he can generate support from the particular key holders and purchase the unit.
8. A Thank you letter was received from Northern Pendleton for the surplus hose that was donated to them.
9. The dishwasher control unit burned up. There is a recall on similar model Bosch units due to incidents of fire. Captain Groneck is addressing and trying to get this recall extended to our unit, but unsure if this will be the case. Regardless, the washer will probably need full replacement.
10. Chief Giordano is seeking to transfer insurance on the old pumper to the Boone County Fire Chief's Association so we can transfer it out to the drill field. This should happen this week or next.
11. We received a Thank You from Hebron Fire for assistance in staffing their station during their dinner.
12. We have received an invitation to Boone County sponsored annual Fire Chief's Dinner.
13. The 1st monthly bill shows significant savings between service of Insight and Cincinnati Bell. This change-over is complete and thanks to Captain Groneck and his record keeping, the District was reimbursed the fee we were charged for terminating the Cincinnati Bell contract.
14. District Board members will have to fill out their W-4's per statutory requirements.

15. There are significant increases forthcoming to the KY CERS retirement rate that will affect the budget. The new rate will be 37.6% on gross wages.
16. There are increases forthcoming in Unemployment Insurance due to Federal Regulations and the extension of un-employment benefit payments. The rate will increase from 1.4% to 2.7% and the maximum will increase from \$8,000 to \$9,000 max. Trustee Thinnes asked if we received a discount for having a low pay-out rate for unemployment. Chief Giordano advised this is the case, as we have only had one employee in the history of the District collect unemployment. However, rates are increasing regardless due to the amount of time unemployment benefits have been extended.
17. Anneken, Huey, & Moser sent a letter of intent to extend current pricing for the audit pricing for 3 more years. The letter has been sent and forwarded back with signature.
18. The truck committee has made their recommendation for purchase. There is a separate presentation presented under new business.
19. Grant status was reviewed. There were no changes with exception that we did receive a rejection letter for our 2011 AFG vehicle submission. This was expected. Chief Giordano also made note of the lack of funding for the region for the 2012 UASI grant. This is indicative that the grants that have provided most of the District's capital improvement funds for the past several years are drying up. Trustee Newman inquired if we joined the grant search program proposed by Boone County. Trustee Seibel advised we did purchase a user name and have begun using this program to search grants, but it has not produced for us at this time.
20. The capital improvement plan is being updated at this time and will be presented with the upcoming budget proposals.

## **COMMITTEE REPORTS**

### **EMPLOYEE RELATIONS**

No report.

### **BUDGETING & FORECASTING**

No report.

### **RETIREMENT**

Chairman Divine stated we are still waiting on our final report from the auditor.

### **ELECTIONS & APPOINTMENTS**

Trustee Thinnes advised they will have a meeting in the second week of March. A time-line for the upcoming elections will be turned into the chairman shortly.

### **INTERNSHIP**

No report.

### **WORKER'S COMPENSATION**

Already discussed in the Chief's report.

**HEALTH INSURANCE AND BENEFITS**

There will be a comprehensive health insurance meeting hosted by the third party administrator at the Boone County Public Library Main Branch on February 16, 2012 from 09:00 – 12:00.

**VEHICLE STATUS**

Included in distributed Chief's report.

**UNFINISHED BUSINESS**

Council Knoebel reported there has been no further action in regards to the Williams Business Solutions' litigation.

Chief Giordano gave a presentation regarding the Truck Committee's recommendation in regards to the aerial bids and purchase. Presentation included review of original function and current status of current ladder 1360; history of truck committee activities back to original formation in fall 2009; bids received and recommendations of the committee. A traditional bid process was undertaken in accordance with District policies and KRS regulations. The bids were advertised on December 22<sup>nd</sup>, 2011 and a sealed bid opening was held at the station at 09:00 on January 19<sup>th</sup>, 2012 at the station. Two bids were received from local vendors representing Crimson Fire Apparatus and E-One Fire Apparatus, and were available for review at the station. The bids were broken down as follows:

Vendor		Price Sheet #1 Basic Price	Price Sheet #1 Total Price	Price Sheet #2
Vogelpohl & E-One Fire Apparatus		\$625,800.00	\$628,290.00	\$24,575.00
911 Fleet & Crimson Fire Apparatus		\$647,211.00	\$651,811.00	\$19,905.48
Difference		-\$21,411.00	-\$23,521.00	\$4,669.52
Vendor	Total # Exceptions	Total # Cannot Comply	Notes	
Vogelpohl E-One	3	0	2.5" Discharge cannot be foam unless increase Foam System Clarification on emergency lighting systems Changed Rear light on back of truck	
911 Fleet Crimson Fire	42	8	Does not confirm with ISO 9001 Compliance Cannot provide 500 gallon water tank (overall weight (due to steel ladder?)) Does not provide gear box cooler for high capacity pumps Will not guarantee apparatus can navigate 100% of streets within district Ladder only has 68' horizontal reach (70' specified) Top fly section on aerial is only 23" wide (25.13" specified)	

The recommendation of the truck committee was to enter into contract with Vogelpohl Fire Equipment and E-One Fire Apparatus for the replacement of the aerial adhering to the budget proposed as follows:

<b>E-One Vehicle</b>	<b>Price</b>
E- One Base Vehicle Price	\$625,800.00
Options (Improved EMS cabinet; trays & shelves in compartments, etc.)	\$6,111.00
<b>Total E-One Vehicle Price</b>	<b>\$631,911.00</b>
<b>Vogelpohl Provided Equipment</b>	<b>Price</b>
Vogelpohl Base Bid	\$24,575.00
Adjusted List (Re-use current equipment, eliminate not required, etc.)	- \$12,205.00
<b>Total Vogelpohl Equipment Price</b>	<b>\$12,370.00</b>
<b>Total Project Purchase Price</b>	<b>Price</b>
Total of Vehicle (\$631,911.00) and Equipment (\$12,370.00)	\$644,281
2% Contingency (Radio equipment, tool mounting, MDT, etc.)	\$12,866
<b>Total Project Price</b>	<b>\$657,167</b>

Chief Giordano advised that in conjunction with an anticipated recommended purchase of the new aerial, at the March District Board meeting he and Treasurer Newman will have several recommendations for method of payment for the apparatus to include financing, down payment, etc. E-One does offer a pre-pay discount that we are investigating. There are several meetings scheduled already with area lenders to investigate the best financing options and sources. This will be researched thoroughly right now due to extremely low interest rates available. Trustee Newman asked how long we financed out the building. Chief Giordano advised that it was financed out 20 years. This would be the other long term debt, but due to the low finance rates at this time, it makes for sense to borrow at low rates and sustain a surplus.

Trustee Thinnes asked if there were any more large equipment purchases pending on the CIP. Chief Giordano advised this is the last major purchase for 8-10 years, but there is always something on the CIP because it is a moving list.

**PETITIONERS & COMMUNICATIONS**

No Report

**EXECUTIVE SESSION**

No need was identified to enter into executive session.

**NEW BUSINESS**

Chief Giordano advised there were two vehicles that needed to be declared as surplus. The original intent was to remove the emergency equipment from these vehicles prior to sale, but

the District did receive an offer from the Belleview-McVille Fire District in Boone County to purchase the vehicles for \$3,500. Chief Giordano advised it was his recommendation to sell these vehicles at this price, with the equipment since they would still be used to provide emergency service to Boone County.

The chair entertained a motion to declare the following vehicles as surplus:

1. 2002 Chevrolet Tahoe LS
  - a. Miles 109,068.00
  - b. 4.8 liter engine
  - c. Automatic
  - d. four wheel drive
  - e. VIN - 1GNEK13V12J326469
  - f. Front and Rear Motorola mobile radios, Model D43MJAZJA5AK, serial #428TYJ1692.
  - g. Two basic Motorola 100 watt speakers and a roof mounted antenna
  - h. Emergency lighting equipment 54" Liberty 10 Head light bar, front LEDs, rear interior 4 head light bar, rear LEDs, corner LEDs, and center console.
  - i. Surplus estimate value \$2,900.00
2. 1998 Ford Explorer
  - a. Miles 60,101.00
  - b. 4.0 liter engine,
  - c. automatic,
  - d. four wheel drive,
  - e. VIN – 1FMZU34X8WUC55934
  - f. Front Motorola base radio Model D43MJAZJA5AK, serial # 428TYJ1692
  - g. One basic Motorola 200 watt speaker and roof mount antenna.
  - h. Emergency lighting Code 3 47" MX 7000 light bar, head light flashers, four corner strobes, and center console.
  - i. No brakes at this time, lines need to be replaced. Hatch does not open.
  - j. Surplus estimate value \$600.00

Motion made by Trustee Seibel; seconded by Trustee Newman. Motion passed, all in favor.

The Chair entertained a motion to accept the \$3,500 bid extended by the Belleview-McVille Fire District for the vehicles "as is" with equipment. Motion made by Trustee Thinner; seconded by Trustee Newman. Motion passed, all in favor.

Chairman Divine re-iterated the need to complete the W-4's and return them to Treasurer Newman.

Chairman Divine asked if any member was planning on attending the March 21<sup>st</sup> Fire Chief's Dinner being hosted by the Boone County Fiscal Court at the Boone County Golf course, they should notify Chief Giordano so he can make their reservations.

The Chair inquired as to why we only received two bids. Chief Giordano and Assistant Chief Seibel advised they can only speculate as to reason, but one reason could be due to the recent

purchase of the E-One pumper by the District could have discouraged some vendors. Additionally, one requirement of the bid process was for a sole source provider (meaning one manufacturer provides the chassis, body, and aerial ladder). This eliminated half of the manufacturers as they do not produce their own cabs and/or ladders. This decision was made due to the problems the District has had with previous vehicles (particularly the current aerial and new vent truck). When there is a problem with the vehicle, getting repairs completed (particularly warranty repairs) becomes a blame game.

Trustee Crowe did note a typo error in the presentation, and the total proposed purchase price for the aerial should reflect \$657,167.00 as opposed to \$657,147.00.

The Chair entertained a motion to accept the bid and enter into contract with Vogelpohl Fire Equipment and E-One Fire Apparatus to purchase a 78' aerial device (at a cost of \$631,911) with equipment (at a cost of \$12,370) for a total price of \$644,281. Motion made by Trustee Crowe; seconded by Trustee Thinnes. Motion passed, all in favor.

The Chair entertained a motion to allow for a 2% contingency for the project based on the vehicle and equipment contract price of \$644,281. A 2% contingency equal to \$12,886.00 shall be applied toward the project for a total project price for the vehicle, equipment, and contingency not to exceed \$657,167.00. Motion made by Trustee Rice; seconded by Trustee Newman. Motion passed, all in favor.

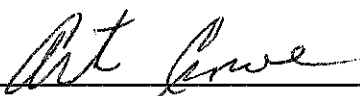
The Chair re-iterated to Chief Giordano that at the March meeting he will present to the Board the plan to pay for the vehicle. Chief Giordano stated that it was his plan to have several options for him and Treasurer Newman to present to the Board so they can make a decision as to what option they choose to pick as far as financing, down payment, etc.

Trustee Thinnes inquired about the status of committees, meetings, and keeping the Board informed. Chairman Divine advised he has repeatedly asked for the various committees to meet and inform him and the rest of the board as to their scheduled meetings.

#### **ADJOURNMENT**

The next Point Pleasant Fire District Board Meeting will be at the Marshall Station on March 14, 2012 at 9:00 AM.

The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by Trustee Rice. Motion passed, all in favor. Meeting adjourned at 10:22.

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