

## RECORD OF BOARD MINUTES

Boone County, Kentucky

January 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 11<sup>th</sup> day of January 2012, with a quorum present:

Chairman Ed Divine

Treasurer Debbie Newman

Trustee James Rice

Trustee Eric Seibel

Trustee M.L. Thinnes

Chief Giordano

Council Bill Knoebel

Members absent: Secretary Arthur Crowe and 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 DECEMBER 14, 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 asked if there were any additions, corrections, or deletions to the minutes from this meeting. The chair noted that on page 5, the minutes should reflect that the motion passed; all in favor.

The chair entertained a motion to accept the minutes from this meeting as corrected. Motion made by Trustee Newman; seconded by Trustee Thinnes. 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 US Bank was the once per year balloon payment in addition to the interest.
2. The payment made to Masonry Arts was for the tuck pointing of the building that was recently completed.
3. The payment made to the City of Erlanger was for the ALS contract for the second half of the year.

4. Chairman Divine inquired about the KY incentive; there was a discrepancy. Treasurer Newman advised they paid for an extra day for John Wiseman, which she has not reimbursed yet.
5. There were questions on the CERS line items in career line items, as it appeared we were over budget. Chief Giordano advised this was because the part-time and career CERS numbers were both reflected in this career line item. Chief Giordano advised these items would be separated out.
6. Trustee Thinnes inquired about the status of the businesses requiring tax deductions. Chief Giordano advised these appeals have not been resolved as of yet.

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

### **CHIEF'S REPORT**

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

1. A report was provided a report on the status of the intern program. Mark Otte has completed school and will complete his requirements for the program at the end of the month. He is going to stay with the District as a volunteer. We would like to hire him, but he must obtain his EMT certification first. Chris Widlowski has been temporarily suspended from the program until he pursues his EMT certification as required by the program. He received an application from Justin Sullivan and is pursuing his acceptance into the Firefighter Essentials class and the program.
2. In regards to apparatus, the new ventilation truck has returned. It was in Florida where all of the stakeholders went over the unit. It appears to be working properly; now negotiation will begin as to the terms for the warranty period to include extensions. We still have interest in Grant County to purchase the old ventilation unit.
3. The TRT truck was returned with the equipment mounted, that was authorized at the last District Board meeting. It looks great.
4. Some of the hose and equipment that was declared surplus at the last District Board meeting was donated to the Northern Pendleton Fire District. This includes:
  - a. Two Metro Fixed Gallonage Nozzles FM123S
  - b. 1,200 ft. 1 ¾"
  - c. 1,000 ft. 3
5. The bid process to replace the aerial is open and is proceeding as authorized at the previous District Board meeting. The bid opening will be January 19<sup>th</sup>, 2012. The goal is to have a recommendation for purchase at the February District Board meeting .
6. Chief Giordano did attend the IMT conference in San Diego, California on behalf of and at the expense of KYEM. He was one of two attendees for KY to continue efforts to establish this program throughout the state. He and Asst. Chief Seibel continue to teach classes throughout the state on this subject. Chief Giordano did note that he is constantly asked by policy makers, elected officials and senior level executives how and why his organization supports the time and expense he puts into the program. The advantage is that when our region is impacted by a major event, there will be trained

personnel from other areas that can come and assist us when we need it and are tied up in operations.

7. Grants were reviewed with a special note that there will be no funding in the 2012 UASI grant for this region. We predict more of this in the future with other grant programs.
8. A hard copy of the Policy and Procedures will be printed and placed in the Conference Room for District review.
9. There is a problem with KEHP getting employee information and benefits. This includes ensuring that Chris Holmes spouse is now covered and Will Stevie is now covered. Chief Giordano is addressing and Treasurer Newman advised that Chris Holmes' wife is covered.
10. The Boone Health Plan is still remaining viable. The average annual increase has been just less than 5.7%/year since 2005 for a very benefit rich package.

## **COMMITTEE REPORTS**

### **EMPLOYEE RELATIONS**

No report.

### **BUDGETING & FORECASTING**

No report.

### **RETIREMENT**

No report.

### **ELECTIONS & APPOINTMENTS**

The chairman inquired if the elections and appointments are proceeding. Trustee Thinnes advised that she needs a copy of the policies to research and ensure she is proceeding properly.

### **INTERNSHIP**

No report.

### **WORKER'S COMPENSATION**

No 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 that he filed the letter with Williams Business Solutions' council in regards to the ongoing litigation. He has received no response at this time. He advised that it will remain on file for a year and then if there is no action, the court will dismiss it. However, it is a breach of contract case with a 15 year statute of limitations, so the complainant can re-file at any time, they just have to pay a new filing fee.

### **PETITIONERS & COMMUNICATIONS**

No Report

### **EXECUTIVE SESSION**

No need was identified to enter into executive session.

### **NEW BUSINESS**

Chief Giordano advised that in conjunction with an anticipated recommended purchase of the new aerial at the February District Board meeting, he and Treasurer Newman will have several recommendations for method of payment for the apparatus to include financing, down payment, etc. He was hoping to have this information by now, but it was held up by the audit process. He advised it could be up to \$750,000 to purchase this apparatus. Trustee Thinnes and Trustee Newman inquired into the life expectancy of this vehicle. Chief Giordano advised the life expectancy of this vehicle would be about 20 years and we would not want to short change the purchase due to how we operate this vehicle and the demands we put upon it. It is the first out apparatus for our District; it carries our auto extrication equipment in addition to firefighting equipment and makes every call. It is replacing a 1993 vehicle.

Chairman Divine inquired about the EMS billing. Chief Giordano advised we are still looking into going back to our previous billing company, but we have not had time to move much on this project due to the holidays and personnel out for vacation.

Chief Giordano advised that he is not pleased with how we do personnel evaluation processes within the organization. It is his intention within the first quarter of this calendar year to dramatically change and improve this process and train our officers in this project. Chief Giordano acknowledged Chairman Divine for initiating and driving this project.

### **ADJOURNMENT**

The next Point Pleasant Fire District Board Meeting will be at the Marshall Station on February 8, 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 09:47.



Mr. Art Crowe  
Secretary

Point Pleasant Fire Protection District  
Board of Trustees