

RECORD OF BOARD MINUTES

Boone County, Kentucky

May 23, 2012

The Point Pleasant Fire Protection District Board of Trustees met in special session at the Point Pleasant Fire Station, Marshall Station, 3444 Turfway Road, Boone County, KY at 9:00 AM on the 23rd day of May 2012, with a full quorum present:

Chairman Ed Divine

Treasurer Debbie Newman

Secretary Arthur Crowe

Trustee Brian Laws

Trustee James Rice

Trustee Eric Seibel

Trustee M.L. Thinnes

Chief Giordano

Council Bill Knoebel

Members absent: None

The regularly scheduled meeting on May 9, 2012 was canceled to allow the Budgeting and Forecasting committee proper time to review needs and obtain information from the Boone PVA in order to prepare and present a formal budget presentation for the 2012-2013 Fiscal Year. A special meeting was called by the Chair to propose and pass a budget prior to June 1, 2012 pursuant to KRS 65.065 and 65.070. Written notice of the meeting was personally delivered to each member of the District Board and released to any media agency that filed a written request, at least 24 hours prior to the meeting. Written notice was also posted in a conspicuous place on the building at 10:00 hours on May 8, 2012 by the Chairman, notifying any person of the location, time and date of the special meeting.

CALL TO ORDER

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

SPECIAL PRESENTATION/CHANGE OF ORDER

No special presentations at the opening of the meeting. Change of order did occur during the meeting and will be reflected in the minutes below.

MINUTES OF APRIL 2012 DISTRICT BOARD MEETING

The chair entertained a motion to dispense with the reading of the minutes from this meeting. Motion made by Trustee Newman; seconded by Trustee Thinnes. 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 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. No special attention brought to any item.

The chair entertained a motion to accept the Treasurer's Report as submitted. Trustee Crowe moved accept; seconded by Trustee Seibel. 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's leave due to injury has been extended to May 30.
3. There are continued efforts to coordinate the utilization of employee vacation time.
4. The Board is requested to take action and accept Daniel Phelps as a volunteer.
5. Annual employee evaluations are ongoing and on schedule at this time. There is a new process this year and they will be reviewed by all officers. They will be completed prior to June 30, 2012.
6. The crews continue to report and utilize the Boone County Drill Field for training.
7. Nothing significant in apparatus except some repairs reflected in Treasurer's Report.
8. There have been no further developments on the sale of the old ventilation truck. The new ventilation truck appears to be running fine.
9. Kent refrigeration was at the station twice for service on the station's refrigerator. That is why there were two bills reflected in the Treasurer's report.
10. There was work completed on the building air conditioning.
11. Captain Groneck has been working on getting estimates to re-light the building with more efficient lights and replace the roof over the apparatus bay.
12. The department had a safety assessment with KEMI, the worker's compensation insurance carrier. The District was sent a letter requesting adoption of a formal wellness & fitness program. A reply was sent outlining the coordination with St. Elizabeth business health to achieve this goal. This is not finalized; a full report of the proposed plan will be presented to the Board at the June meeting.
13. There are significant cost increases coming as reported to the District at the last Erlanger ALS partner's meeting. The partnership will be dissolved and it will move to a flat contract fee. Contract costs are rising significantly this year and projected in further years. This will be discussed more in the budget presentation.
14. KACO information in regards to financing the aerial truck purchase were presented. This will be discussed further in the budget presentation.
15. 2008 AFG Grant has finally been closed out and all paperwork has been filed.
16. 2011 AFG: We received notification that we were not funded. Chief Giordano advised we have been very fortunate with grants in the past, but they are drying up.

17. 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.
18. 2012 AFG will be opening soon. We will most likely re-apply for the equipment that was denied this previous year.
19. 2011 KOHS – We did finally hear back on this request. They requested a revised list of \$20K from the original list that was submitted.
20. Trustee Thinnes asked if any personnel currently on the department were able to speak Spanish. There are phone lines available to the crews through Boone PSCC and there have been classes offered in the past, but we currently do not have any Spanish speaking personnel on the department.

Chairman Divine called for a Change in Order so council could present update on the WBS case and did not need to remain through entire budget presentation.

UNFINISHED BUSINESS – Williams Business Solutions (WBS) litigation.

Council Knoebel reported he did have a faxed release from the person involved in the WBS case, but does not have the original released back to him as of yet. The District did issue a check in the agreed amount of \$5,000. Council Knoebel considers the issue resolved, he simply believes their attorney is “dragging her feet” in responding. Council Knoebel asked to be notified when the check clears and he will file for dismissal by the Court when this occurs.

BUDGETING & FORECASTING

Budget proposals were distributed to Board members for review prior to the meeting. Chief Giordano gave a special presentation in regards to the current expenses and revenues and the proposed Fiscal Year 2012-2013 budget. See attached documentation.

The Board expressed their appreciation to the Budgeting & Forecasting committee for the efforts they put into researching, preparing, and presenting the budget proposal.

COMMITTEE REPORTS

The Chair skipped over committee reports with the exception of Elections.

EMPLOYEE RELATIONS

No report.

BUDGETING & FORECASTING

Presented in Special Report Earlier.

RETIREMENT

No report.

ELECTIONS & APPOINTMENTS

Trustees Rice and Thinnies advised the election process was on schedule and ready to go. Only one nomination was received for Eric Seibel. He will run un-opposed at the election on June 23, 2012.

INTERNSHIP

Already discussed in the Chief's report.

WORKER'S COMPENSATION

Already discussed in the Chief's report.

HEALTH INSURANCE AND BENEFITS

No report.

VEHICLE STATUS

Included in distributed Chief's report.

UNFINISHED BUSINESS

WBS litigation report already delivered.

Chairman Divine inquired if there was any information distributed by Erlanger in regards to the increase in ALS contract. Asst. Chief Seibel advised we had documentation from them and it was reflected in the proposed budget.

Trustee Newman wanted to express her thanks to Blue Shift for the care she received when she had to be transported to the hospital a few weeks ago.

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 proposed budget that may require amendments prior to final passage. Motion made by Trustee Thinnies; seconded by Trustee Rice. Motion passed, all in favor.

The Chair entertained a motion to accept the application of Daniel Phelps as a volunteer. Motion made by Trustee Seibel; seconded by Trustee Crowe. Motion passed, all in favor.

The Chair inquired about the maintenance and insurance on the old 1367. Chief Giordano advised the vehicle was currently insured by the District, but he could not advise about

maintenance as the vehicle was not currently in our possession. He advised he would follow up on this next week. Trustee Thinnes inquired as to which vehicle an agency was interested in. Chief Giordano advised this was the old ventilation unit. The old aerial must be sold within the next fiscal year, but we currently cannot move on the sale of that vehicle because it must remain in service until the new aerial arrives and is placed in service.

The Chair entertained a motion to direct the Chief to produce documentation of what will be needed to go ALS. This will include costs, personnel, and equipment. This will be completed by the June meeting. The chair also inquired as to outstanding EMS billing and the terms of this new contract and cancellation. Asst. Chief Seibel advised the proposal indicated there would be no long term commitment to the City of Erlanger with the new agreement. Short discussion followed in regards to how this collected information will help to steer the decision of the District on plans to either maintain the contract, go ALS independently, or drop EMS service altogether. Motion made by Trustee Crowe; seconded by Trustee Thinnes. Motion carried, all in favor.

Trustee Newman asked how not providing ALS would affect our tax rate. Chief Giordano advised we currently can collect up to \$2 per \$1,000 of assessed property because we provide EMS service. If we no longer provide EMS service, our tax ability would be limited to \$1 per \$1000 of assessed property. Chief Giordano then asked the Board, without making a decision now, what their thoughts and direction was in regards to providing ALS service. Chairman Divine individually inquired of each Board member who each, in turn, thought they felt we should pursue going ALS as opposed to dropping EMS service, with the exception of Trustee Crowe who abstained from responding until he had more information. There was some discussion as to how the program would operate, but Chief Giordano advised it was too preliminary to tell at this time. Trustee Crowe inquired of Chief Giordano if this was enough time to prepare a thorough report. Chief Giordano advised he would prefer to present this in July as he would also have updated budget figures that would factor into the overall decision. The Chair entertained an amendment to the motion to allow the presentation of the report to be presented in July instead of June. Motion made by Trustee Crowe; seconded by Trustee Thinnes. Motion carried, all in favor.

ADJOURNMENT

The Chair entertained a motion to adjourn. Motion made by Trustee Crowe; seconded by Trustee Newman. Motion carried, all in favor. Meeting adjourned at 11:02 AM.

The next Point Pleasant Fire District Board Meeting will be at the Marshall Station on June 13, 2012 at 9:00 AM.

A handwritten signature in black ink, appearing to read "Art Crowe", is written over a horizontal line.

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