

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

January 14, 2015

3 The Point Pleasant Fire Protection District Board of Trustees met in regular session at the Point  
4 Pleasant Fire Station, Marshall Station, 3444 Turfway Road, Boone County, KY at 9:00 AM on  
5 the 14th day of January 2015, with a quorum present:

Chairman Ed Divine

Trustee Brian Laws

Treasurer Debbie Newman

Trustee James Rice

Secretary Eric Seibel

Chief Michael Giordano

Trustee Arthur Crowe

Counsel Bill Knoebel

Trustee Sandra Gallenstein

Members absent: None

6 **CALL TO ORDER**

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

8 **CHANGE OF ORDER/SPECIAL PRESENTATION**

9 No change/special presentations.

10 **MINUTES OF DECEMBER 2014 DISTRICT BOARD MEETING**

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

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

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

17 **TREASURER’S REPORT**

18 The Treasurer’s report was submitted for all to review.

19 Special attention was brought to the following items:

- 20 1. Chairman Divine inquired if the payment for the paving and sealing of the lot applied to
- 21 all of the lot. Trustee Rice advised it did not, just the areas that were recently repaired
- 22 and in need.

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

25 **CHIEF'S REPORT**

26 Chief's report was distributed and briefly reviewed. Specific discussion was given on the  
27 following points:

- 28 1. All personnel achieved State required training goals for the year 2014.
- 29 2. Asst. Chief Seibel will be making a presentation to KY Emergency Management regional  
30 coordinators and KYEM Headquarters Staff at the Region 6 EM meeting, which is being  
31 hosted at the Duke Envision Center on Olympic Blvd.
- 32 3. Personnel have now printed and issued ID's. These were funded through the KOHS  
33 grant.
- 34 4. FF/Medic Will Stevie has received his KY Card and is fully certified.
- 35 5. Lt. Brotherton – Feb. 1 deadline pending.
- 36 6. FF/Medic Peck has resigned from her Full Time position effective January 29th.
- 37 7. Two new volunteer applications:
  - 38 1. Joshua Hughes: Current student at Cincinnati State in Fire Science program.  
39 Recommend Board approval.
  - 40 2. Denny Kindoll: Member of Technical Rescue Team that recently retired from  
41 Sanitation District #1, requested status as Special Volunteer to assist with  
42 technical items. Recommend Board to Approve.
- 43 8. Worker's Compensation:
  - 44 1. One personnel transported to hospital for non-work related illness while on duty;  
45 not a worker's comp. claim.
  - 46 2. One personnel suffered leg strain while on duty. Two days missed work we do  
47 not plan to claim through KEMI; person has returned to work; will have claim for  
48 medical treatment.
- 49 9. We will be implementing a Personnel Recognition Program and Chief Giordano asked  
50 the Board to acknowledge this program. This program was originally drafted in 2010.  
51 We will have a list at the February meeting of specific personnel to be recognized in  
52 March. Document will be forwarded to Board for Review/Report at next Board Meeting.  
53 Chairman Divine advised to send out document for review, but not to delay, continue  
54 with project.
- 55 10. Continued meetings with Fire Commission regarding CPAT building at Training Center.  
56 Boone County will build the building with Fire Commission committing to long-term  
57 lease.
- 58 11. Asst. Chief Seibel attended meeting in Frankfort Jan. 7 as part of KY Search and Rescue  
59 committee. He will attend additional meeting Jan. 24.
- 60 12. Chief Giordano and Asst. Chief Seibel attended meeting in Frankfort Jan. 12 as part of  
61 KY IMT initiative.
- 62 13. There are still on-going issues with the District funded retirement program.
- 63 14. Chief Giordano and Asst. Chief Seibel and I met with the CFO of Blue Star on December  
64 22. Re-visited discussion regarding options to pursue in regards to Blue Star. Consensus  
65 was that the Board had investigated options, but did not find a suitable one. Additional

66 options may exist with Legislative changes, but Board decided to allow Blue Star right to  
67 pursue that option, but it was not responsibility of the Board.

68 15. Request Executive Session under KRS 61.810 (1)(f)

69 16. Grants

70 ○ **AFG**

71 a) 2014: Anticipated award announcements summer 2015:

72 ○ Operations: \$185,000 for SCBA

73 ○ Regional: \$172,260 for IMT Training

74 ○ **KOHS**

75 a) 2014 – Received fully executed agreement from KOHS; will begin  
76 purchases shortly.

77

78 **COMMITTEE REPORTS**

79 **EMPLOYEE RELATIONS**

80 No report.

81 **BUDGETING & FORECASTING**

82 No report.

83 **RETIREMENT**

84 Given in Chief's Report

85 **ELECTIONS & APPOINTMENTS**

86 No report.

87 **INTERNSHIP**

88 Given in Chief's Report

89 **WORKER'S COMPENSATION**

90 Chief Giordano advised we were waiting for first of year to meet with agent of record to discuss  
91 options and benefits of joining KY Chamber and if we truly qualify for benefit discount.

92 **HEALTH INSURANCE AND BENEFITS**

93 No report.

94 **VEHICLE STATUS**

95 Reported in distributed Chief's report

96 **POLICY & PROCEDURES**

97 Chapters Seven (7), Eight (8), and Nine (9) were presented for review in the Chief's Report.

98 **UNFINISHED BUSINESS**

99 Chairman Divine inquired to the status of the RFP for the printer. Trustee Seibel advised the ad  
100 was submitted to the paper.

101 No further report on EMS billing.

102 Chief Giordano advised the audit was complete and we should be receiving results shortly.

103 Nothing further to report on internal auditing procedures.

104 Chief Giordano advised we needed an emergency action to implement a records retention plan.  
105 He submitted the Boone County Water District's Interim plan as a model to adopt until we  
106 receive further instruction from the State.

107 Counsel Knoebel advised there was no movement from the other side in regards to the Molfetta  
108 action. He filed a motion to dismiss on our behalf, with a hearing set on February 2. This was  
109 pushed out three weeks to allow other side ample time to respond.

110 **PETITIONERS & COMMUNICATIONS**

111 No Report

112 **EXECUTIVE SESSION**

113 Request executive session under KRS 61.810 (1)(f)

114 1. (1) All meetings of a quorum of the members of any public agency at which any public  
115 business is discussed or at which any action is taken by the agency, shall be public meetings,  
116 open to the public at all times, except for the following:

117 ○ (f) Discussions or hearings which might lead to the appointment, discipline, or  
118 dismissal of an individual employee, member, or student;

119 The Chair entertained a motion to enter into Executive Session. Motion made by Trustee Crowe;  
120 seconded by Trustee Newman. Motion carried, all in favor. The Board entered Executive  
121 Session at 9:55 AM.

122 The Chair entertained a motion to exit Executive Session. Motion made by Trustee Newman;  
123 seconded by Trustee Crowe. Motion carried, all in favor. The Board exited Executive Session at  
124 10:27 AM.

125 **NEW BUSINESS**

126 The Chair entertained a motion to approve proposed changes to Policy Chapter 7. Motion made  
127 by Trustee Crowe; seconded by Trustee Rice. Motion carried, all in favor.

128 The Chair entertained a motion to approve proposed changes to Policy Chapter 8. Motion made  
129 by Trustee Rice; seconded by Trustee Newman. Motion carried, all in favor.

130 The Chair entertained a motion to approve proposed changes to Policy Chapter 9. Motion made  
131 by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

132 The Chair entertained a motion to approve the appointment of Denny Kindoll as a Special  
133 Volunteer. Motion made by Trustee Newman; seconded by Trustee Crowe. Motion carried, all  
134 in favor.

135 The Chair entertained a motion to accept the resignation of Amanda Peck, effective January 29,  
136 2015. Motion made by Trustee Rice; seconded by Trustee Crowe. Motion carried, all in favor.

137 The Chair entertained a motion to approve Joshua Hughes as a Probationary Firefighter. Motion  
138 made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

139 The Chair entertained a motion to approve the Interim Records Policy as read by District Board  
140 Chairman Divine. Motion made by Trustee Seibel; seconded by Trustee Rice. Motion carried,  
141 all in favor.

142 The Chair entertained a motion to approve the Personnel Recognition Program and authorize the  
143 Chief and Asst. Chief to move forward with said program. Motion made by Trustee Crowe;  
144 seconded by Trustee Newman. Motion carried, all in favor.

145 **ADJOURNMENT**

146 The Chair entertained a motion to adjourn. Motion made by Trustee Crowe; seconded by  
147 Trustee Gallenstein. Motion carried, all in favor. Meeting adjourned at 10:50 AM.

148 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on  
149 February 11, 2015 at 9:00 AM.

I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the Point Pleasant Fire Protection District at a meeting held on the date shown below:

Respectfully submitted,

  
\_\_\_\_\_  
Mr. Eric J. Seibel  
Secretary  
Point Pleasant Fire Protection District  
Board of Trustees

Respectfully confirmed,

  
\_\_\_\_\_  
Mr. E. Edward Divine  
Chairman  
Point Pleasant Fire Protection District  
Board of Trustees

DATE APPROVED: Feb 11, 2015