

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

September 9, 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 9th day of September 2015, with a quorum present:

Chairman Ed Divine

Trustee Debbie Newman

Treasurer Sandra Gallenstein

Trustee James Rice

Secretary Eric Seibel

Counsel Bill Knoebel

Trustee Brian Laws

Members absent: Trustee Arthur Crowe and Chief Michael Giordano

6 **CALL TO ORDER**

7 The Chair called the meeting to order at 9:00 AM.

8 **CHANGE OF ORDER/SPECIAL PRESENTATIONS**

9 No change of order or special presentations.

10 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

11 August 2015 Point Pleasant Fire Protection District Board Meeting

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

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

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

18 **TREASURER’S REPORT**

19 Attention was brought to the following items:

- 20 1. The payment to Albert’s Men’s Shop is for uniform expenses.
- 21 2. There is wording on the Treasurer’s report that reflect “Bank of KY” that need to be
22 changed to “BB&T”
- 23 3. There is wording on the Treasurer’s report that reflect “Internship” that need to be
24 changed to “TES”.

25 4. 1379 expenses were due to multiple repairs needed from the fuel leak.

26 The Chair entertained a motion to accept the Treasurer's Report as submitted. Trustee Seibel
27 moved accept; seconded by Trustee Rice. Motion carried; all in favor.

28 **CHIEF'S REPORT**

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

- 31 1. We will be supporting Northern KY MCI Drill in Boone County Sept. 21. Additional
32 staff will be brought in to accommodate.
- 33 2. We are coordinating regional delivery of national FF class at Boone Drill Field at the end
34 of September. Our ladder will be present for training.
- 35 3. Hydrant painting complete in Cherry Hill subdivision.
- 36 4. Hose testing has begun.
- 37 5. Captain Rice attended Fire Rescue International Conference (sponsored by International
38 Association of Fire Chiefs) in Atlanta, GA.
- 39 6. Received official report for work needed on roof; request budget amendment for repairs
40 to the roof.
- 41 7. Captain Groneck returned to work August 20.
- 42 8. Lt. Stevie interviewed with Covington Fire. His attendance at Firehouse Software
43 Training Symposium in Florida was cancelled. Missed deadline for re-imburement, but
44 funds will be applied to attendee for next year's conference. Did lose \$100 cancelling
45 airline ticket. Balance of airline ticket retained as credit.
- 46 9. Need action to recognize accomplishments of personnel and adjust pay
 - 47 1. Jonathan Bendzlowicz
 - 48 ▪ Instructor Level 1
 - 49 2. Matt Congleton
 - 50 ▪ Instructor Level 1
 - 51 ▪ A/O Certification
 - 52 ▪ 400 Career Certification (Paperwork has already been sent to the State of
53 KY to begin his incentive pay)
 - 54 3. Gabe Owens
 - 55 ▪ A/O Certification
 - 56 • Immediate
 - 57 ▪ Paramedic (Pending)
 - 58 • Upon KY Certification
- 59 10. As previous e-mail announced, building on corner of Donaldson and Mineola is Wayfair;
60 in communication with Jeff Earlywine regarding any tax exemptions granted (advised
61 none). This building will factor into Revenue plan for future budgeting.

- 62 11. Building continues in District. In communication with building department for plans. In
63 addition to Wayfair, Logomat and GotPrint on Arbor Tech are expanding. Citi has \$7M
64 renovation scheduled. Jewelcraft on Olympic has purchased the two home on
65 Booneland Trail for future expansion of their business.
- 66 12. PILOT with GE: Slight increase, but not what hoped; this does include Avio.
- 67 13. Department of Local Government website updated, all statutory reporting completed.
- 68 14. Resolution completed for District's retirement plan. Awaiting next step.
- 69 15. Active recruiting in progress for the SAFER grant at this time.
- 70 16. Policy reviews completed on Chapters 15 & 16. Recommend tabling until October
71 meeting to allow Board and Counsel time to review.
- 72 17. Grants
- 73 o **AFG**
- 74 a) 2015 SAFER: Awarded for three positions for the Tuition Assistance
75 program over the next four years (\$85,480).
- 76 b) 2014: Still waiting to hear, should know by October meeting:
- 77 o Operations: \$185,000 for SCBA
- 78 o Regional: \$172,260 for IMT Training
- 79 o **KOHS**
- 80 a) 2014 – Close-out site visit will be completed at station September 15.
81 Close-out will be completed by Chief Giordano and Captain Rice.
- 82 b) 2015 – Application submitted, still waiting to hear.

83 **COMMITTEE REPORTS**

84 **EMPLOYEE RELATIONS**

85 No report.

86 **BUDGETING & FORECASTING**

87 No report.

88 **RETIREMENT**

89 Trustee Newman advised employees have moved funds. She is awaiting instructions from the
90 new company.

91 **ELECTIONS & APPOINTMENTS**

92 No Report

93 **TUITION IN EXCHANGE FOR SERVICE**

94 No additional report.

95 **WORKER'S COMPENSATION**

96 No report.

97 **HEALTH INSURANCE AND BENEFITS**

98 Chairman Divine advised there is a meeting next week. The District still participates in the
99 planning and administration of this program, even though we only have one employee remaining
100 in the plan. The plan continues to perform extremely well, but there are concerns with some of
101 the new, expensive medications on the market.

102 **VEHICLE STATUS**

103 Addressed in the Chief's Report

104 **UNFINISHED BUSINESS**

105 Brief discussion of the status of 1368 (pick-up); it is out of service for stalling and starting issues.
106 This vehicle is overdue for replacement, crews have taken good care of it, but it is showing its
107 age.

108 Asst. Chief Seibel advised Chief Giordano is still investigating options for replacement benefit of
109 the Accident and Sickness policy. Woodmen of the World will be at station to provide lunch and
110 make presentation to personnel on Monday, September 14th and Wednesday, September 23rd.
111 District Board members are invited to attend either of these dates, please just advise so we can
112 assure there is enough lunch. They are here to provide information on individual policy options
113 for personnel, but will be investigated for possible department program.

114 Internal Control Procedures is in progress and some components are being implemented.

115 Litigation update: Counsel Knoebel advised Judge gave ruling in our favor (Aug. 7, 2015). The
116 30 day time for appeal has expired. In response, he advised Molfetta is moving forward on his
117 litigation against the District and has requested more information. Counsel Knoebel will meet
118 with Chief Giordano, but he plans to appeal to the judge to have the request dismissed: some of
119 the documentation is irrelevant and others have already been provided. He advised we can move
120 forward to collect our funds, to include interest and expenses, but will require a garnishment.
121 This will involve additional steps and expenses since Mr. Molfetta is not employed in Kentucky
122 to our knowledge. He requested authorization from the Board to move forward with this
123 process.

124 The Chair entertained a motion to authorize Counsel to move forward with the steps necessary to
125 garnish Mr. Molfetta and recover the District's funds and expenses. Motion made by Trustee
126 Seibel; seconded by Trustee Gallenstein. Motion carried, all in favor.

127 **PETITIONERS & COMMUNICATIONS**

128 No Report

129 **EXECUTIVE SESSION**

130 No need identified to enter into executive session.

131 **NEW BUSINESS**

132 The Chair entertained a motion to amend the budget to allow up to \$7,000 for capital repairs to
133 the building. Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all
134 in favor.

135 The Chair entertained a motion to recognize and authorize the salary adjustments in the Step &
136 Grade system for the following personnel:

- 137 1. Jonathan Bendzlowicz
138 2. Matthew Congleton
139 3. Gabriel Owens

140 Motion made by Trustee Seibel; seconded by Trustee Rice. Motion carried, all in favor.

141 Asst. Chief Seibel asked for permission to recognize and adjust Gabriel Owens' pay accordingly
142 when he receives his KY Paramedic certification. He does not have it yet, and it not eligible for
143 increase, but we wish to grant this as soon as he receives it and not be delayed until vote at the
144 October Board meeting. The Board agreed this could be adjusted as soon as he receives his KY
145 certification.

146 The Chair entertained a motion to authorize administration to move forward with the hiring
147 process for the contract firefighter positions. Motion made by Trustee Newman; seconded by
148 Trustee Rice. Motion carried, all in favor.

149 The Chair advised he sent an email to members of finance committee regarding meeting with US
150 Bank on September 14th to discuss and investigate using their services for banking needs.

151 The Chair inquired about the letter received from Judge Moore regarding the Boone County
152 Public Service Communications Center and Radio Study. Asst. Chief Seibel advised he and
153 Chief Giordano were aware of the study. Tony Scheben (who is full time with Hebron Fire and
154 part-time with Point Pleasant Fire) and Chief Barlow of the Burlington Fire District will
155 represent the Boone County Fire Chiefs' association on the committee.

156 **ADJOURNMENT**

157 The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by
158 Trustee Gallenstein. Motion carried, all in favor. Meeting adjourned at 10:06AM.

159 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
160 October 14, 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: Oct. 14, 2015