

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

May 11, 2016

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 on the 11<sup>th</sup> day  
5 of May 2016, with a quorum present:

- |                              |                        |
|------------------------------|------------------------|
| Chairman Ed Divine           | Trustee Debbie Newman  |
| Secretary Eric Seibel        | Trustee James Rice     |
| Treasurer Sandra Gallenstein | Chief Michael Giordano |
| Trustee Arthur Crowe         | Counsel Bill Knoebel   |
| Trustee Brian Laws           |                        |

Members absent: None

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.

10 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

11 April 2016 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 Laws. 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 Laws. Motion carried; all in favor.

18 Due to on-going IT and e-mail issues, the Trustees did not receive the minutes of the March 2016  
19 meeting. The Chair suspended motion to approve these minutes at the April meeting until all  
20 Trustees had an opportunity to review them.

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

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

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

27 **TREASURER'S REPORT**

28 Attention was brought to the following items:

- 29 1. Chairman Divine inquired about PILOT payments. Chief Giordano advised we received  
30 FY2015 PILOT in FY2016 as well as FY2016 payment
- 31 2. Trustee Newman advised that payment was made to KEMI before we switched worker's  
32 compensation.
- 33 3. Trustee Crowe inquired about the cot price for clarification. The purchase price was  
34 \$4,000 for the purchased cot, the \$2,500 figure discussed at last month's meeting was the  
35 value our current cot was surplus for.
- 36 4. Chairman Divine inquired about cost for physicals, Chief Giordano confirmed this was  
37 for annual employee physicals.

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

40 **CHIEF'S REPORT**

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

- 42 1) Spring hydrant testing complete.
- 43 2) As authorized by District, old Stryker cot put out to bid.
- 44 3) Spring vehicle waxing in progress.
- 45 4) Duke lighting project complete:
  - 46 a) Exterior lights replaced with much more efficient LED lights on photocell.
  - 47 b) Interior light fixtures throughout station replaced ballasts and updated fixtures to  
48 accommodate new fluorescent lights that are over twice as efficient.
  - 49 c) These bulbs should last several years, but will be the last fluorescent bulbs in the station.
  - 50 d) These bulbs can be replaced with LED lights by simply replacing the bulbs; no changes  
51 to the ballasts will need to be made.
- 52 5) At this time we are tabling process to fill open full time FF/Medic position.
- 53 6) Lt. Keel's almost done with Paramedic class: May 13. He completes skill testing June 11,  
54 2016.
- 55 7) Alexis Matthews has resigned from the District; recommend Board accept her resignation.
- 56 8) Request motion to move Matt Congleton on Step/Grade due to one year anniversary.
- 57 9) Represented at Department of Local Government training for District Board/State Auditor  
58 reporting
- 59 10) Shift represented District at Wayfair Open house, Saturday, April 30 in PM.
- 60 11) Budget planning in process.

- 61 12) Board minutes reflect SAFER approval by Board, but need motion for Budget amendment to  
62 reflect \$20,454 in revenue and associated expenses in associated line items:
- 63 a) Tuition: \$10,314
  - 64 b) Uniforms: \$1,530
  - 65 c) Physicals: \$675
  - 66 d) PPE: \$7,935
- 67 13) April 1 we started with new worker's compensation provider. We already had one minor  
68 occurrence; full report at Board meeting.
- 69 14) Update on report for Blue Star: Counsel Knoebel, Chief Giordano and Asst. Chief Seibel met  
70 with Strategic Advisors, LLC as directed by Board at last meeting.
- 71 15) Working almost daily with Boone County Planning Commission reference new and existing  
72 construction plan review(s) within district
- 73 16) Grants
- 74 a) Thermal imager on KYFC grant was purchased and installed.
  - 75 b) AFG
    - 76 (1) 2015 SAFER: Awarded for three positions for the Tuition Assistance program  
77 over the next four years (\$85,480).
    - 78 (2) 2015 Operations: AWARDED. \$148,750 for SCBA = \$141,667 Federal share  
79 and \$7,083 District match.
      - 80 (a) Need approval of Board to accept Grant
      - 81 (b) Do not need budget amendment. Revenue/Expense will occur after  
82 07/01/2016 and will be part of FY2017 budget.
    - 83 (3) 2015 Regional: PENDING \$172,260 for IMT Training
  - 84 c) KOHS
    - 85 (1) 2015 – Not funded.

86 **COMMITTEE REPORTS**

87 **EMPLOYEE RELATIONS**

88 No report.

89 **BUDGETING & FORECASTING**

90 No report.

91 **RETIREMENT**

92 No report.

93 **ELECTIONS & APPOINTMENTS**

94 No Report

95 **TUITION IN EXCHANGE FOR SERVICE**

96 No additional report.

97 **WORKER'S COMPENSATION**

98 No report.

99 **HEALTH INSURANCE AND BENEFITS**

100 No report.

101 **VEHICLE STATUS**

102 Addressed in the Chief's Report

103 **UNFINISHED BUSINESS**

104 In regards to the Molfetta litigation; we have received final payment for re-imbusement plus  
105 interest. His complaint filed against the District is still open.

106 There is a tangible tax return due to Flint Ink that needs to be processed. This will be issued  
107 shortly.

108 In regards to the BlueStar issue; Chief Giordano, Counsel Knoebel and Asst. Chief Seibel met  
109 with Strategic Advisors as directed by the Board at the last month's meeting. Discussion was  
110 initiated but no progress to report at this time.

111 **PETITIONERS & COMMUNICATIONS**

112 No Report

113 **EXECUTIVE SESSION**

114 No need identified to enter into Executive Session.

115 **NEW BUSINESS**

116 There was inquiry into what positions were up for election and/or appointment next month.  
117 Trustee Rice would e-mail out report to the Board prior to June meeting.

118 The Chair entertained a motion to accept the resignation of Alexis Matthews. Motion made by  
119 Trustee Crowe; seconded by Trustee Rice. Motion carried, all in favor.

120 The Chair entertained a motion to approve Matt Congleton to move from 9-O to 10-O on the  
121 step/grade scale in recognition of his 1 year anniversary. Motion made by Trustee Crowe;  
122 seconded by Trustee Rice. Motion carried, all in favor.

123 The Chair entertained a motion for a Budget amendment to reflect \$20,454 in revenue and  
124 associated expenses in associated line items for the AFG/SAFER grant:

125 1) Tuition: \$10,314

126 2) Uniforms: \$1,530

127 3) Physicals: \$675

128 4) PPE: \$7,935

129 Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

130 The Chair entertained a motion to accept to authorize the District to accept the 2015 AFG  
131 Operations grant to replace the District's SCBA. This will not require a budget amendment as it  
132 will occur in the next Fiscal Year. Motion made by Trustee Newman; seconded by Trustee  
133 Crowe. Motion carried, all in favor.

134 **ADJOURNMENT**

135 The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by  
136 Trustee Rice. Motion carried, all in favor.

137 The Chair adjourned the meeting at 10:40 hours.

138 The next Point Pleasant Fire District Board Meeting was scheduled at the Marshall Station on  
139 June 8, 2016 at 9:00 AM. Due to budget planning, the Chair advised the June Board meeting  
140 would be held Wednesday, June 22 at 9:00 AM at the Marshall Station.

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: June 22, 2016