

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

June 22, 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 22nd day
5 of June 2016, with a quorum present:

Chairman Ed Divine

Trustee Debbie Newman

Secretary Eric Seibel

Trustee James Rice

Treasurer Sandra Gallenstein

Chief Michael Giordano

Trustee Brian Laws

Members absent: Trustee Arthur Crowe and Counsel Bill Knoebel

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 May 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 Rice; seconded by Trustee Newman. 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. Chairman Divine inquired about payment to Equipment Depot. This payment was to rent
21 a lift for the lighting project.
22 2. Trustee Newman advised the payment to Flint Group was a reimbursement for incorrect
23 tax valuation.
24 3. Chairman Divine inquired about cost to Wright Brothers; this payment is for oxygen
25 cylinders for the ambulance.

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 reviewed. Specific discussion was given on the following points:

- 30 1) Ambulance is out of service for extensive front end work.
- 31 2) Spring vehicle waxing complete.
- 32 3) Spring hose testing in progress.
- 33 4) Hydrant painting in progress.
- 34 5) Lt. Keel passed Paramedic class written and skills testing. He only needs to complete
35 National Registry written examination to be KY certified.
- 36 6) Matthew Congleton has resigned from the District as a time FF/Medic; recommend Board
37 accept his resignation.
- 38 7) Matthew Congleton has requested to remain with District as Part Time FF/Medic;
39 recommend Board approve his as Part Time FF/Medic.
- 40 8) Budget planning complete. Full report in new business.
- 41 9) Need to declare following items as surplus:
 - 42 a) Exercise bike from work-out room; estimated value \$50
 - 43 b) Seven (7) recliners from day room; estimated value \$0, discard.
- 44 10) St. Elizabeth Healthcare won the bid for the old cot for \$1,000. They have picked it up. It
45 will be used for a training device in Northern KY.
- 46 11) SCBA bid process complete. Two bids were received at opening June 20, 2016.
47 Recommendation under review and report to Board at next meeting.
- 48 12) Lt. Foley has investigated switching EMS reporting and billing companies. Recommend
49 Board authorization to pursue contracting with new provider.
- 50 13) Update on report for Blue Star: Counsel Knoebel, Chief Giordano and Asst. Chief Seibel met
51 with Strategic Advisors, LLC as directed by Board. We have received no feedback and/or
52 recommendations.
- 53 14) Working almost daily with Boone County Planning Commission reference new and existing
54 construction plan review(s) within district (see construction).
- 55 15) **Grants**
 - 56 a) **AFG**
 - 57 (1) 2015 SAFER: Administration in progress.
 - 58 (2) 2015 Operations: AWARDED. \$148,750 for SCBA = \$141,667 Federal share
59 and \$7,083 District match. Bids process complete and under review
 - 60 (3) 2015 Regional: PENDING \$172,260 for IMT Training
 - 61 b) **KOHS**
 - 62 (1) 2016 – Application in process. Resolution 20160622.01 needs to be approved.

63 **COMMITTEE REPORTS**

64 **EMPLOYEE RELATIONS**

65 No report.

66 **BUDGETING & FORECASTING**

67 No report.

68 **RETIREMENT**

69 No report.

70 **ELECTIONS & APPOINTMENTS**

71 Letter of re-appointment for Trustee Crowe was received from Judge Executive Moore. Fire
72 Representative Trustee election is Saturday, June 25, 2016. Trustee Seibel is running
73 unopposed.

74 **TUITION IN EXCHANGE FOR SERVICE**

75 No additional report.

76 **WORKER'S COMPENSATION**

77 No report.

78 **HEALTH INSURANCE AND BENEFITS**

79 No report.

80 **VEHICLE STATUS**

81 Addressed in the Chief's Report

82 **UNFINISHED BUSINESS**

83 As reported, the old Stryker Cot was sold for \$1,000. We are awaiting payment from St.
84 Elizabeth Health Care.

85 In regards to the Molfetta litigation; Chief Giordano advised there is nothing to report, it is
86 closed.

87 In regards to the BlueStar issue; Chief Giordano already reported in the Chief's report that we
88 have received no information back from Strategic Advisors, LLC.

89 **PETITIONERS & COMMUNICATIONS**

90 No Report

91 **EXECUTIVE SESSION**

92 No need identified to enter into Executive Session.

93 **NEW BUSINESS**

94 Chief Giordano gave presentation of the results of the salary study and recommendations
95 (attached). Recommendation was made to adjust the Step & Grade Scale 5% and approve annual
96 2 Step Performance raises for personnel.

97 Assistant Chief Seibel gave presentation on proposed budget for Fiscal Year 2015 (attached).
98 Included in proposed budget were increases to personnel wages proposed by Chief Giordano.

99 The Chair entertained a motion to accept the recommendation of Chief Giordano and adjust the
100 Step & Grade Scale 5% and approve annual 2 Step Performance raises for personnel. Motion
101 made by Trustee Rice; seconded by Trustee Gallenstein. Motion carried, all in favor.

102 The Chair entertained a motion to accept the Fiscal Year 2017 Budget as proposed. Motion
103 made by Trustee Newman; seconded by Trustee Laws. Motion carried, all in favor.

104 Secretary Seibel read Resolution 20160611.01. The Chair entertained a motion to accept
105 Resolution 20160611.01. Motion made by Trustee Newman; seconded by Trustee Rice. Motion
106 carried, all in favor.

107 The Chair entertained a motion to accept the resignation of FF/Medic Matt Congleton. Motion
108 made by Trustee Newman; seconded by Trustee Seibel. Motion carried, all in favor.

109 The Chair entertained a motion to accept FF/Medic Matt Congleton as a Part Time employee.
110 Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

111 The Chair entertained a motion to declare the following items as surplus:

- 112 1. Exercise Bike valued at \$50;
- 113 2. Seven (7) recliners valued at \$0 to be discarded.

114 Motion made by Trustee Newman; seconded by Trustee Seibel. Motion carried, all in favor.

115 The Chair entertained a motion to authorize the Chief, Assistant Chief and Lieutenant Foley to
116 move forward with contracting a new EMS billing agency. Motion made by Trustee Newman;
117 seconded by Trustee Gallenstein. Motion carried, all in favor.

118 The Chair entertained a motion to accept Colton Lange into the Tuition in Exchange for Service
119 (TES) program. Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried,
120 all in favor.

121 **ADJOURNMENT**

122 The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by
123 Trustee Gallenstein. Motion carried, all in favor.

124 The Chair adjourned the meeting at 11:27 hours.

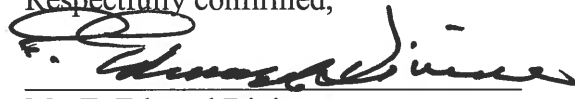
125 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on July
126 13, 2016 at 9:00 AM.

127 I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the
128 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: _____