

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

July 13, 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 13th day
5 of July 2016, with a quorum present:

Chairman Ed Divine

Trustee Debbie Newman

Treasurer Sandra Gallenstein

Trustee James Rice

Trustee Arthur Crowe

Counsel Bill Knoebel

Trustee Brian Laws

Members absent: Chief Michael Giordano (at Boone County Chief’s meeting to discuss county-
wide ALS staffing) and Secretary Eric Seibel (at required in-residence for college degree).

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 June 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 Crowe. Motion carried; all in favor.

14 The chair asked if there were any additions, corrections, or deletions to the minutes from this
15 meeting. Following corrections noted:

- 16 1. Page 1, line 25: Change “if” to “is”;
- 17 2. Page 4, line 104: Insert “accept” after “to”.

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

20 **TREASURER’S REPORT**

21 Attention was brought to the following items:

- 22 1. Nothing of note.

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 given by Captain Rice in the absence of Chief Giordano and Asst. Chief
27 Seibel. Specific discussion was given on the following points:

- 28 1) Spring vehicle waxing complete.
- 29 2) Spring hose testing in progress.
- 30 3) Hydrant painting complete.
- 31 4) New portable radios received and will be placed in service following appropriate training
- 32 5) Fire Alarm panel within station replaced, inspected and tested
- 33 6) Old "radio" room being discussed as to various use scenarios. Ultimately it will be stripped,
34 painted, new floor
- 35 7) Incentive pay adjusted as well as "unscheduled overtime rates" to reflect increase (per KY
36 Labor Cabinet). Additional unscheduled OT increased .64 (2.24 - 2.88).
- 37 8) Vacation accruals audited and verified for FY'17
- 38 9) Staffing issues continue to be highest priority.
- 39 10) Colton Lang (last month TUFF) accepted position with another agency, request minutes to
40 reflect
- 41 11) Lt. Keel passed Paramedic class written and skills testing. He only needs to complete
42 National Registry written examination to be KY certified.
- 43 12) Matthew Congleton has begun working part-time as approved at last meeting.
- 44 13) Full Time FF/Medic Gabe Owens has notified us he has accepted full time employment with
45 the City of Fairfield effective August 1. Recommend we accept his resignation and also
46 accept his request to remain with District as Part Time FF/Medic.
- 47 14) Chief Giordano out of office for important Boone Chief's meeting at District Board Meeting.
- 48 15) Asst. Chief Seibel out of town in class through June 15.
- 49 16) Budget complete. District registered on Department of Local Government (DLG) for fiscal
50 year 2017 and budget uploaded so we are in compliance.
- 51 17) Contract underway to switch to new EMS billing and reporting company. Will probably be
52 on-line Sept. 1.
- 53 18) No further update or recommendation for Blue Star or from Strategic Advisors, LLC as
54 directed by Board.
- 55 19) New Distro/Commercial facility on Pt. Pleasant Road getting close to ground breaking
- 56 20) Working almost daily with Boone County Planning Commission reference new and existing
57 construction plan review(s) within district (see construction).
- 58 21) Grants
 - 59 a) AFG
 - 60 (1) 2015 SAFER: Administration in progress.

61 (2) 2015 Operations: AWARDED. \$148,750 for SCBA = \$141,667 Federal share
62 and \$7,083 District match. Bids process complete and under review
63 (3) 2015 Regional: PENDING \$172,260 for IMT Training

64 **b) KOHS**

65 (1) 2016 – Application in process. Resolution 20160622.01 needs to be approved.

66 **COMMITTEE REPORTS**

67 **EMPLOYEE RELATIONS**

68 No report.

69 **BUDGETING & FORECASTING**

70 No report.

71 **RETIREMENT**

72 No report.

73 **ELECTIONS & APPOINTMENTS**

74 Report given in Unfinished Business.

75 **TUITION IN EXCHANGE FOR SERVICE**

76 No additional report.

77 **WORKER'S COMPENSATION**

78 No report.

79 **HEALTH INSURANCE AND BENEFITS**

80 No report.

81 **VEHICLE STATUS**

82 Addressed in the Chief's Report

83 **UNFINISHED BUSINESS**

84 As reported in June, letter of re-appointment for Trustee Crowe was received from Judge
85 Executive Moore. Fire Representative Trustee Seibel was re-elected Saturday, June 25, 2016.

86 SCBA bid opening is being evaluated at this time.

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. The Chair advised he will
89 draft a proposal.

90 As reported in Chief's report, the Step and Grade scale was updated and implemented.

91 **PETITIONERS & COMMUNICATIONS**

92 No Report

93 **EXECUTIVE SESSION**

94 No need identified to enter into Executive Session.

95 **NEW BUSINESS**

96 Arthur Crowe was sworn in as Trustee and as appointed by Boone County Judge Executive Gary
97 Moore.

98 The Chair declared all officers' positions vacant. Nominations were accepted for the following
99 positions:

- 100 1. E. Edward Divine was nominated for Chair. There were no other nominations.
- 101 2. Eric Seibel was nominated for Secretary. There were no other nominations.
- 102 3. Sandra Gallenstein was nominated for Treasurer. There were no other nominations.

103 The following Board members were elected to the following positions:

- 104 1. E. Edward Divine was elected Chair.
- 105 2. Eric Seibel was elected Secretary.
- 106 3. Sandra Gallenstein was elected Treasurer.

107 Two contract employees will be presented and begin working August 2016 with approval of the
108 Board.

109 The Chair entertained a motion to accept the resignation of Colton Lange from the TES/TuFF
110 program. Motion made by Trustee Crowe; seconded by Trustee Rice. Motion carried, all in
111 favor.

112 **ADJOURNMENT**

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

115 The Chair adjourned the meeting at 09:45 hours.

116 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
117 August 10, 2016 at 9:00 AM.

