

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

September 14, 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 14th day
5 of September 2016, with a full quorum present:

Chairman Ed Divine

Trustee Debbie Newman

Treasurer Sandra Gallenstein

Trustee James Rice

Secretary Eric Seibel

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 at beginning of meeting

10 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

11 August 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 Crowe; 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. Secretary Seibel noted he amended the minutes to cite the PVA document utilized for
16 the tax presentation last month.

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

19 **TREASURER'S REPORT**

20 Attention was brought to the following items:

- 21 1. The Chair enquired about if the payment to Boone GIS payment was annual or an
- 22 installment. He was advised this is the annual payment.
- 23 2. There was a question in regards to what the payment to Cincinnati Life Safety was; this
- 24 was a bill to repair the station's fire alarm system.

- 25 3. Inquiry if payment to Duke for the lighting upgrades was a one-time installment or this
26 was final payment. He was advised this was a final payment.
27 4. Inquiry to status of Dr. Stewart's contract and if this needed to be renewed; advised we
28 were in the middle of a current contract.

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

31 **CHIEF'S REPORT**

32 Chief's report was given by Chief Giordano. Specific discussion was given on the following
33 points:

- 34 1) New portable radios received are in service
35 2) Significant personnel absences for training in beginning of September.
36 3) Department aerial supported Crescent Springs 9/11 ceremony
37 4) Several vehicles getting new tires and problem identified with new tires
38 5) Shed replacement on-going in the back. Captain Rice and PT FF/EMT Mark Otte handling.
39 6) Concrete repairs completed.
40 7) Station compressor in need of repair. Trying to repair, but may need replacement at
41 significant cost. This is the compressor that maintains the air pressure in truck break
42 systems.
43 8) Staffing issues continue to be highest priority.
44 9) Lt. Keel passed Paramedic National Registry written examination. Major accomplishment.
45 There are only a few minor tasks to be completed for KY certified.
46 10) Following personnel continue in Paramedic Class
47 a) Scheduled to graduate December
48 i) FF/EMT Ratliff
49 ii) FF/EMT Vickers
50 b) Began class August
51 i) FF/EMT Hembree
52 ii) FF/EMT Castleberry
53 11) Following candidates identified for TES/TUFF program, recommend Board approval
54 a) FF/EMT Albin, Ryan
55 b) FF/EMT Muench, Erika
56 c) FF Roleson, Cody
57 12) Full Time FF/Medic Gabe Owens worked last FT shift August 15 and has changed status to
58 part time.
59 13) FY2016 Budget Actuals entered on KY DLG website prior to deadline as required
60 14) FY2017 tax rate paperwork completed and submitted with letter to Jeff Earlywine explaining
61 timeline and action points for tax cap.
62 15) SCBA grant amendment was approved. SCBA were ordered from MSA/Vogelpohl.
63 16) Progress on new EMS billing and reporting company.

64 17) New Distribution/Commercial facility on Pt. Pleasant Road now in site preparation. I have
65 met with the project manager. There continues to be confusion in regards to who is the AHJ
66 for the building. This building is in our District and identified Pt. Pleasant Emergency
67 Service Zone (ESZ). This has been addressed again with the appropriate parties.

68 18) Grants

69 a) AFG

70 (1) 2015 SAFER: Administration in progress.

71 (2) 2015 Operations: AWARDED. \$148,750 for SCBA = \$141,667 Federal share
72 and \$7,083 District match.

73 (3) 2015 Regional: DECLINED FUNDING \$172,260 for IMT Training

74 (4) 2016 Operations: Opens October 11.

75 b) KOHS

76 (1) 2016 – Pending.

77 Change of order at conclusion of Chief's Report due to time constraints of special guest Greg
78 Salmon's from District's Insurance Provider

79 **EXECUTIVE SESSION**

80 Chief Giordano requested to enter into Executive Session as authorized under KRS 61.810(1)(c).

81 The Chair entertained a motion enter into Executive Session as authorized under KRS
82 61.810(1)(c). Motion made by Trustee Seibel; seconded by Trustee Rice. Motion carried, all in
83 favor.

84 The Board entered into Executive Session at 09:17 hours.

85 The Board exited Executive Session at 09:53 hours on motion made by Trustee Crowe;
86 Seconded by Trustee Newman.

87

88 **COMMITTEE REPORTS**

89 **EMPLOYEE RELATIONS**

90 No report.

91 **BUDGETING & FORECASTING**

92 No report.

93 **RETIREMENT**

94 No report.

95 **ELECTIONS & APPOINTMENTS**

96 No report.

97 **TUITION IN EXCHANGE FOR SERVICE**

98 No additional report.

99 **WORKER'S COMPENSATION**

100 No report.

101 **HEALTH INSURANCE AND BENEFITS**

102 No report.

103 **VEHICLE STATUS**

104 Addressed in the Chief's Report

105 **UNFINISHED BUSINESS**

106 No unfinished business to discuss.

107 **PETITIONERS & COMMUNICATIONS**

108 No Report

109 **NEW BUSINESS**

110 The Chair brought up the new contract for the District's Counsel, Knoebel and Vice. There has
111 not been an increase in the fees for several years. This year's proposal includes an increase in
112 the monthly retainer fee from \$250/month to \$300/month. The monthly fee includes attendance
113 at the Board meetings without hourly service fee. Hourly service outside the retainer fee will
114 remain \$150/hour. Secretary Seibel entered a motion to accept Counsel's new contract. Motion
115 made by Trustee Seibel; seconded by Trustee Laws. Motion carried, all in favor.

116 The Chair entertained a motion to accept the following personnel as TES/TUFF probationary
117 members:

- 118 1. Albin, Ryan
- 119 2. Muench, Erika
- 120 3. Roleson, Cody

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

122 Chief Giordano recognized the personnel from the District that made the response as members of
123 the Northern Kentucky Technical Rescue Team to the silo in Florence that resulted in a
124 significant rescue and save. They were Asst. Chief Seibel, Captain Groneck, Captain Rice, Lt.
125 Foley, FF/Medic Pletzke, and FF/EMT Otte (working for Erlanger Fire at the time).

126 **ADJOURNMENT**

127 The Chair entertained a motion to adjourn. Motion made by Trustee Crowe; seconded by
128 Trustee Gallenstein. Motion carried, all in favor.

129 The Chair adjourned the meeting at 10:09 hours.

130 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
131 October 12, 2016 at 9:00 AM.

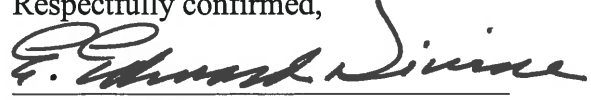
I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the Point Pleasant Fire Protection District at a meeting held on the date shown below:

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. 12, 2016