

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

November 9, 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 9th day of
5 November 2016, with a 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 October 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 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. None were noted.

16 The Chair entertained a motion to accept the minutes as recorded. Motion made by Trustee
17 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 Chair inquired who MSAR was; Asst. Chief Seibel advised this was the company
- 21 that performed annual maintenance on the EMS cot.
- 22 2. The Chair inquired if there was more work to be done/expenses involved with tires.
- 23 Captain Rice advised a few vehicles still needed tire replacement.

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

26 **CHIEF'S REPORT**

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

- 29 1) Fire Prevention month completed
- 30 2) Personnel continue getting station and vehicles ready for winter weather.
- 31 3) Personnel have begun training on new SCBA received on grant. Target date to have SCBA in
32 service is January 2nd.
- 33 4) Personnel completed orientation with new hire; Danny Taylor.
- 34 5) Several vehicles getting new tires and problem identified with new tires.
- 35 6) Shed replacement complete.
- 36 7) Station compressor repair and service in progress. Repairs may cost more or same as new
37 compressor.
- 38 8) Need to declare lawnmower that was in old shed as surplus
- 39 9) Staffing issues continue to be highest priority.
- 40 10) Chief Giordano advised the Board he would be reaching out to Elsmere and Erlanger Fire
41 Departments in an attempt to find ways to increase operational efficiency.
- 42 11) Following personnel continue in Paramedic Class
43 a) Scheduled to graduate December
44 i) FF/EMT Ratliff
45 ii) FF/EMT Vickers
46 b) In class as of August
47 i) FF/EMT Hembree
48 ii) FF/EMT Castleberry
- 49 12) Recommend to accept resignation of FF/EMT Gilbert
- 50 13) Recommend terminating Paul Gray as volunteer for lack of activity.
- 51 14) FF/MEDIC Chuck Wagner returned as Part Time FF/Medic and approved at last board
52 meeting.
- 53 15) FF/MEDIC Danny Taylor now on regular schedule.
- 54 16) Tony Scheben who works at PT FF/Medic for us was recently appointed to Asst. Chief at the
55 Hebron Fire Protection District. At this time, he is remaining with us and is scheduled shifts
56 in evening and weekends through December
- 57 17) Progress on new EMS billing and reporting company
- 58 18) Several building concerns being addressed in District, including new construction and
59 structural problems with existing buildings.
- 60 19) Grants
61 a) AFG
62 (1) 2015 SAFER: Administration in progress.

63 (2) 2015 Operations: AWARDED: In progress.
64 (3) 2016 Operations: We requested a new extractor/washer, 20 complete sets of PPE
65 (helmet, hood, coat, gloves, pants, boots), and 44 pairs of goggles (for every
66 member). Total request \$66,458. District match will be 5% = \$3,323.

67 **b) KOHS**

68 (1) 2016 – We were awarded \$15,700. Asst. Chief Seibel in Frankfort Oct. 31 to
69 get/sign paperwork for acceptance.

70 **COMMITTEE REPORTS**

71 **EMPLOYEE RELATIONS**

72 No report.

73 **BUDGETING & FORECASTING**

74 Audit starts next Monday, November 14, 2016.

75 Budget amendments will be prepared and submitted for the December 14 Board meeting,
76 including for the KOHS grant.

77 **RETIREMENT**

78 There was a glitch with the transfer of funds for John Wiseman's remaining balance. Chief
79 Giordano and Chairman Divine addressed the issue and it has been corrected and completed; the
80 full amount has been paid.

81 **ELECTIONS & APPOINTMENTS**

82 No report.

83 **TUITION IN EXCHANGE FOR SERVICE**

84 No additional report.

85 **WORKER'S COMPENSATION**

86 No report.

87 **HEALTH INSURANCE AND BENEFITS**

88 We only have one employee still in the Boone County joint health program. The KEHP open
89 enrollment period just passed and closed. All personnel enrolled as appropriate.

90 **VEHICLE STATUS**

91 Chairman Divine inquired if additional vehicles still needed tires. Captain Rice advised a few
92 vehicles still needed tires. One of the problems was one of the brand new tires on the back of
93 ladder 1360 was damaged by debris in the roadway and had to be replaced before it was a month
94 old.

95 **UNFINISHED BUSINESS**

96 The Chair wanted to acknowledge all the personnel that worked on and completed the shed
97 project. It looks very nice.

98 The Chair asked Captain Rice to keep the Board informed on the final decision regarding the
99 compressor repair or replacement.

100 The Chair wanted to congratulate Tony Scheben on behalf of the Board regarding his new
101 promotion at the Hebron Fire Protection District.

102 SCBA project was already addressed in the Chief's report. The Chair inquired about any
103 necessary audits or training needed for this grant. Asst. Chief Seibel advised that training was
104 part of the application process and audits occur randomly. We have received in house and
105 electronic audits in the past on several grants that have been handled without issue.

106 The personnel on contract that needed renewal have had this completed.

107 Trustee Crowe inquired if there has been any additional information from BlueStar regarding
108 that situation. Chief Giordano advised there has been no further communication from them other
109 than was reported last month at the Board meeting. They seemed pleased with the actions of the
110 Board.

111 **PETITIONERS & COMMUNICATIONS**

112 No Report

113 **EXECUTIVE SESSION**

114 No need was identified to enter into Executive Session.

115 **NEW BUSINESS**

116 The Chair entertained a motion to accept the resignation of FF/EMT Alexander Gilbert in good
117 standing. Motion made by Trustee Crowe; seconded by Trustee Rice. Motion carried, all in
118 favor.

119 The Chair entertained a motion to declare the lawnmower surplus with an estimated value of
120 \$50. Motion made by Trustee Newman; seconded by Trustee Crowe. Motion carried, all in
121 favor.

122 The Chair entertained a motion to terminate volunteer Paul Gray due to lack of activity. Motion
123 made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

124 Trustee Crowe inquired about providing fruit to the personnel on duty for the holidays and if the
125 District could not legally provide this he would gladly donate money to ensure it occurred. Chief
126 Giordano advised this is taken care of for the personnel but they would appreciate any personal
127 gestures from members of the Board as Trustee Newman provides lunch each year for the
128 holidays.

129 **ADJOURNMENT**

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

132 The Chair adjourned the meeting at 09:43 hours.

133 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
134 December 14, 2016 at 9:00 AM.

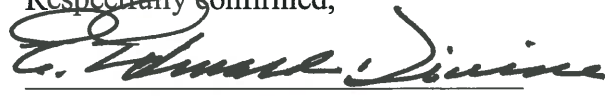
I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the Point Pleasant Fire Protection District at a meeting held on the date shown below:

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: Dec. 14, 2016