

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

March 8, 2017

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 8<sup>th</sup> day of  
5 March 2017, with a quorum present:

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

Members absent: Secretary Eric Seibel

6 **CALL TO ORDER**

7 The Chair called the meeting to order at 9:00 AM.

8 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

9 January 2017 Point Pleasant Fire Protection District Board Meeting

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

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

14 The Chair entertained a motion to accept the minutes as recorded. Motion made by Trustee  
15 Crowe; seconded by Trustee Newman. Motion carried; all in favor.

16 **CHANGE OF ORDER/SPECIAL PRESENTATIONS**

17 No change of order or special presentations.

18 **TREASURER’S REPORT**

19 Attention was brought to the following items:

- 20 1. Payment to Annekin, Moser & Huey was for the year for the audit.

21 The Chair entertained a motion to accept the Treasurer’s Report as submitted. Trustee Rice  
22 moved accept; seconded by Trustee Laws. Motion carried; all in favor.

23 **CHIEF’S REPORT**

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

- 26 1) Space in station being assessed and re-purposed. EMS supplies were moved to old radio  
27 room that has not been utilized in some time.
- 28 2) Crews involved in spring cleaning and organizing around station.
- 29 3) Spring hydrant flows will begin next month.
- 30 4) Annual personnel physicals in process.
- 31 5) We have a leak in the drain in front of the firehouse bays that has caused a significant  
32 concrete issue. We are investigating options at this time. In interim, vehicle placement had  
33 to be changed to get heaviest vehicle (aerial) away from bay with collapsing concrete.
- 34 6) Compressor has been installed.
- 35 7) No movement on Stairmill (reviewing options).
- 36 8) Asst. Chief Seibel out of town on FEMA review. He will not be present for Board Meeting.
- 37 9) Recommend Zach Castleberry to be approved for full time Contract position.
- 38 10) Recommend termination of Mike Allen due to lack of activity.
- 39 11) Request permission to move forward with full time FF/MEDIC hiring process.
- 40 12) Contract FF/EMT Connor East has made notification of taking a position with EFD.  
41 Recommend accepting his resignation in good standing.
- 42 13) Following personnel continue in Paramedic Class  
43 a) FF/EMT Hembree  
44 b) FF/EMT Castleberry  
45 c) FF/EMT Erika Muench
- 46 14) Our worker's compensation experience module dropped to 0.80. This is a significant and  
47 very good drop.
- 48 15) Audit update: There was a delay due to additional reporting requirements. It is now  
49 complete.
- 50 16) Met with Counsel Knoebel regarding update on operational discussions with Elsmere and  
51 Erlanger Fire Departments
- 52 17) Update regarding legislative discussions and tax reform meetings at KY Fire Commission in  
53 Lexington and Frankfort. Much time and work has been committed to this effort; including  
54 trips and meetings in Frankfort. To date we have had meetings with several legislators from  
55 NKY (more details during board meeting). Strategic Advisors, LLC - February invoice for  
56 discussion. There are \$2.5 billion in assessed tangibles in Boone County. This is a big issue  
57 that the District has to invest and stay involved at this time.
- 58 18) Emergency Reporting has been set up. Asst. Chief Seibel and FF/EMT Bob Hug are  
59 working to get data transferred and personnel trained. We will begin utilizing it for NFIRS  
60 reports April 1. This is first step in transition.
- 61 19) No updates regarding the Northern KY Radio system.
- 62 20) KOHS grant was submitted. We applied to upgrade the station's security and camera system.
- 63 21) Building at the corner of Point Pleasant and Donaldson Road is progressing. Extensive  
64 discussion from Chief Giordano regarding who is the AHJ in regards to that property and we  
65 believe it is our statutory duty to protect the property. The Airport's fire chief has been  
66 uncooperative in working together on this property.
- 67 22) Boone FF's Health Plan – our self-insured plan is projecting a significant increase in  
68 premiums this FY. Since PPF has only 1 plan participant district impact will be  
69 insignificant, but worth noting due to our administrative involvement. The increase likely is a

70 direct reflection of premiums being significantly reduced over the last few years combined  
71 with a high claim year.

72 23) Grants

73 a) AFG

74 (1) 2015 SAFER: Administration in progress.

75 (2) 2015 Operations: AWARDED: In progress.

76 (3) 2016 Operations: We requested PPE and extractor/washer. Total request \$66,458.  
77 District match will be 5% = \$3,323.

78 b) KOHS

79 (1) 2016 – We were awarded \$15,700.

80 **COMMITTEE REPORTS**

81 **EMPLOYEE RELATIONS**

82 No report.

83 **BUDGETING & FORECASTING**

84 Budgeting will begin mid-April.

85 **RETIREMENT**

86 No report.

87 **ELECTIONS & APPOINTMENTS**

88 Trustee Rice advised Trustee Law’s elected position is due and Trustee Newman’s appointed  
89 positions are due this year.

90 **TUITION IN EXCHANGE FOR SERVICE**

91 No additional report.

92 **WORKER’S COMPENSATION**

93 No report.

94 **HEALTH INSURANCE AND BENEFITS**

95 No additional report.

96 **VEHICLE STATUS**

97 No additional report.

98 **UNFINISHED BUSINESS**

99 Counsel Knoebel advised there is confusion between Erlanger and Pt. Pleasant regarding  
100 direction for legal considerations and research. He advised he is meeting with the City  
101 Administrator, Mayor and their legal Counsel to get clear direction later this date.

102 The air compressor is installed; we are just waiting on a part.

103 Update was already given on tax issue and work with Strategic Advisors, LLC in the Chief's  
104 report.

105 **PETITIONERS & COMMUNICATIONS**

106 No Report

107 **EXECUTIVE SESSION**

108 No need was identified to enter into Executive Session.

109 **NEW BUSINESS**

110 The Chair entertained a motion to authorize repair of the concrete on the front pad, not to exceed  
111 \$18,000. Anything over will require Board approval. Motion made by Trustee Gallenstein;  
112 seconded by Trustee Rice. Motion carried, all in favor.

113 The Chair entertained a motion to authorize \$2,500 to Strategic Partners, LLC to represent the  
114 District's interest regarding the Tax Reform in Frankfort. The Board will continue to work with  
115 other affected Districts to distribute cost if possible. Motion made by Trustee Newman;  
116 seconded by Trustee Laws. Motion carried, all in favor.

117 The Chair entertained a motion to accept the resignation of Connor East in good standing.  
118 Motion made by Trustee Crowe; seconded by Trustee Newman. Motion carried, all in favor.

119 The Chair entertained a motion offer FF/EMT Zach Castleberry the open contract position.  
120 Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

121 The Chair entertained a motion to authorize the Chief to establish a full time FF/Medic hiring  
122 list. Motion made by Trustee Newman; seconded by Trustee Laws. Motion carried, all in favor.

123 The Chair entertained a motion to terminate Mike Allen for lack of activity. Motion made by  
124 Trustee Newman; seconded by Trustee Crowe. Motion carried, all in favor.

125 **ADJOURNMENT**


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

128 The Chair adjourned the meeting at 10:18 hours.

129 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on April  
130 12, 2017 at 9:00 AM.

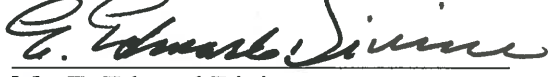
I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the Point Pleasant Fire Protection District at a meeting held on the date shown below:

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: April 12, 2017