

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

August 09, 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 12th day
5 of July 2017, with a full quorum present:

Chairman Ed Divine

Trustee James Rice

Treasurer Sandra Gallenstein

Chief Michael Giordano

Secretary Eric Seibel

Counsel Bill Knoebel

Trustee Debbie Newman

Members absent: Trustee Arthur Crowe and Trustee Brian Laws

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 or special presentations

10 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

11 July 2017 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 Gallenstein. 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 as recorded. Motion made by Trustee
17 Seibel; seconded by Trustee Rice. Motion carried; all in favor.

18 **TREASURER’S REPORT**

19 Attention was brought to the following items:

- 20 1. Disbursements were excessive this month, but that was because several were annual
- 21 payments due at the beginning of the Fiscal Year.
- 22 2. The Speedway Fuel account is now identified as Superfleet Credit Card. It is a credit
- 23 card that is only able to be used to fuel vehicles.

24 The Chair entertained a motion to accept the Treasurer’s Report as submitted. Trustee Seibel
25 moved accept; seconded by Trustee Rice. 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. Focus of operations continues to be change-over to Emergency Reporting coupled with
30 preparation for ISO inspection
- 31 a. NFIRS Reporting
 - 32 b. Occupancy Inspections
 - 33 c. Inventory and Tracking
 - 34 d. Hydrant flows
- 35 2. Boone PSCC installed wireless in bay areas to ensure vehicle Mobile Data Terminal
36 connections. This was at no cost to District.
- 37 3. NKOL installed data points throughout building so personnel have access to WIFI. This
38 incurred minimal costs, but now we are able to provide wifi for personnel. The general
39 access is isolated from network servers. It also provides better data connection for Fire
40 Department devices that use data in station.
- 41 4. Ladder 1360 is still out of service for engine rebuild:
- 42 a. Chief Giordano has been involved in ongoing conferences with Cummins and E-
43 One;
 - 44 b. It is the findings of Cummins-Bridgeway that air was able to bypass the filter and
45 cause the problems;
 - 46 c. E-One has offered \$10,000 towards the repairs; however, Chief Giordano believes
47 they have more liability in this issue;
 - 48 d. Our preventative maintenance program is extensive and not to blame; it would not
49 have caught these problems.
- 50 5. Ambulance 1364 is out of service for repairs. They will be about \$3,5000
- 51 6. Captain Rice recently attended Fire Rescue International conference and received his Fire
52 Officer Certification. He has been working on this for several years.
- 53 7. Deferred Compensation was at station to sing personnel up/make adjustments last month
- 54 8. New full time personnel still pending, awaiting for them to pass CPAT so we can hire
55 them:
- 56 a. FF/Medic Joshua Hughes
 - 57 b. FF/Medic Greg Wuestefeld
- 58 9. Following personnel continue in Paramedic Class
- 59 a. FF/EMT Castleberry
 - 60 b. FF/EMT Erika Muench
- 61 10. Request Board action on following personnel:
- 62 a. Cody Hembree: Resignation as full time employee effective August 31, 2017.
- 63 11. As reported to the Board in the past, staffing is always our highest priority and we are
64 constantly monitoring, adjusting, and innovating in order to maintain, but we are running
65 out of options.
- 66 12. Audit confirmations were received.

- 67 13. Letter sent to Airport FD in regards to making responses in our District without our units
68 being dispatched.
69 14. Tax Reform/Legislative issues. We continue to work with Strategic Partners, LLC to
70 develop information packet for legislators.
71 15. Asst. Chief Seibel attended Boone Chief's Executive Board meeting prior to regular
72 Boone Chief's meeting. Florence Mayor has directed Florence Fire Chief to approach
73 other Chiefs regarding county-wide fire service/merger. Some discussion from Chiefs to
74 investigate the possibility, but no aggressive pursuit.

75 16. GRANTS

76 a. AFG

- 77 i. 2015 SAFER: AWARDED – Administration in progress. Routine
78 financial report filed.
79 ii. 2015 AFG:
80 iii. Operations: AWARDED. Final documents submitted for close-out. Last
81 of requested paperwork submitted for audit.
82 iv. 2016 AFG: We requested a new extractor/washer, 20 complete sets of
83 PPE (helmet, hood, coat, gloves, pants, boots), and 44 pairs of goggles (for
84 every member). Total request \$66,458. District match will be 5% =
85 \$3,323.

86 b. KOHS

- 87 i. 2016 –Awarded \$15,700. Close-out complete and re-imburement
88 received. Last thing to complete is KOHS' standard in-station audit at
89 their convenience.

90 At conclusion of Chief's report, there was a change of order in the meeting so Chief Giordano
91 could present the Tax Presentation (attached).

92 The Chair read Resolution 20170809.01 keeping the District's Tax Rate at .0175 (but limiting
93 item #36 goods at \$120,000,000 maximum) for Fiscal Year 2018. The Chair called for a vote to
94 accept Resolution 20170809.01. Vote carried, passed unanimously by the five Board Members
95 present.

96 The Chair read Resolution 20170809.02 regarding the District's Tax Rate at .0175 and
97 communicating to appropriate authorities for Fiscal Year 2018. The Chair called for a vote to
98 accept Resolution 20170809.02. Vote carried, passed unanimously by the five Board Members
99 present.

100 **COMMITTEE REPORTS**

101 **EMPLOYEE RELATIONS**

102 No report.

103 **BUDGETING & FORECASTING**

104 No report.

105 **RETIREMENT**

106 No report.

107 **ELECTIONS & APPOINTMENTS**

108 No report.

109 **TUITION IN EXCHANGE FOR SERVICE**

110 No additional report.

111 **WORKER'S COMPENSATION**

112 No report.

113 **HEALTH INSURANCE AND BENEFITS**

114 No report.

115 **VEHICLE STATUS**

116 No additional report.

117 **UNFINISHED BUSINESS**

118 The Chair inquired in regards to discussions with the City of Erlanger; already reported in
119 Chief's report.

120 The Chair inquired in regards to work with Strategic Advisors, LLC; already reported in Chief's
121 report.

122 The Chair inquired in regards to the new Northern Kentucky Radio System; already reported in
123 Chief's report.

124 The Chair inquired in regards to agreement for auditing services; Chief Giordano advised we
125 were OK for the current Fiscal Year, and he would contact auditor for extending this contract for
126 3 years.

127 The Chair inquired in regards to Ladder 1360; already reported in Chief's report.

128 The Chair inquired in regards to hiring new personnel; already reported in Chief's report.

129 **PETITIONERS & COMMUNICATIONS**

130 No report.

131 **EXECUTIVE SESSION**

132 No need was identified to enter into Executive Session during regular business.

133 **NEW BUSINESS**

134 The Chair entertained a motion to accept Cody Hembree's resignation in good standing, effective
135 September 1, 2017. Motion made by Trustee Rice; seconded by Trustee Gallenstein. Motion
136 carried, all in favor.

137 The Chair entertained a motion to accept Sam Krugel and Brandon Weeks as probationary
138 firefighters in the TES/TuFF program, effective August 9, 2017. Motion made by Trustee
139 Newman; seconded by Trustee Rice. Motion carried, all in favor.

140 The Chair wanted to the Board to officially recognize Captain Rice and his recent
141 accomplishment of becoming a certified fire officer.

142 The Chair entertained a motion to declare the following EMS equipment as surplus:

- 143 1. One Ferno Stair Chair (\$50);
- 144 2. One scoop stretcher (\$20); and
- 145 3. Three backboards (\$10/each).

146 Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor. .

147 **ADJOURNMENT**

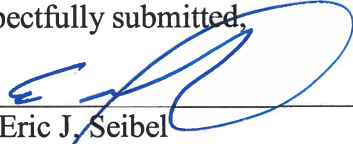
148 The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by
149 Trustee Gallenstein. Motion carried, all in favor.

150 The Chair adjourned the meeting at 10:25 hours.

151 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
152 September 13, 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: Sept 13, 2017