

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

November 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 8th day of
5 November 2017, with a full quorum present:

- | | |
|---------------------------------------|------------------------|
| Chairman Ed Divine | Trustee Brian Laws |
| Treasurer Sandra Gallenstein | Trustee James Rice |
| Secretary Eric Seibel | Chief Michael Giordano |
| Trustee Arthur Crow | Counsel Bill Knoebel |
| Trustee Debbie Newman (arrived 09:10) | |

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 or special presentations

10 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

11 October 2017 Point Pleasant Fire Protection District Board Meeting

12 The chair asked if there were any additions, corrections, or deletions to the minutes from this
13 meeting. None noted.

14 The Chair entertained a motion to dispense with the reading of the minutes. Motion made by
15 Trustee Crowe; seconded by Trustee Laws. Motion carried; all in favor.

16 The Chair entertained a motion to accept the minutes as Recorded. Motion made by Trustee
17 Crowe; seconded by Trustee Newman. Motion carried; all in favor.

18 **TREASURER’S REPORT**

19 Treasurer’s report was presented without questions regarding following:

- 20 1. Question regarding Cummins Bridgeway 1360
- 21 a. Chief Giordano advised we were still awaiting report from E-One
- 22 b. Advised we will attempt to contact them and have report at next Board meeting

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

25 **CHIEF'S REPORT**

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

- 28 1. Fire Prevention month activities complete
- 29 2. Winter preparedness procedures have begun
- 30 3. UC's EMS conference is hosted at Receptions on Donaldson this Friday. Crew will be
31 on hand to land helicopter.
- 32 4. Crews took Rescue 1374 to Burlington Fire for Regional Training.
- 33 5. Continue to build data in Emergency Reporting coupled with preparation for ISO
34 inspection
 - 35 a. NFIRS Reporting
 - 36 b. Occupancy Inspections
 - 37 c. Inventory and Tracking
- 38 6. Car 1379 went for service, in need of several repairs, some of which we were not aware
39 of at time. Estimate for repairs was \$4,000 for a 2004 (13 year old vehicle). Kelly Blue-
40 Book Trade-In/Sale value ranges from \$3,980 to \$7,459. Recommend Board declare
41 vehicle surplus at median price of \$5,720 minus cost of repairs (\$4,000) for price of
42 \$1,720. If vehicle is sold with light and siren package, recommend even \$2,000.
- 43 7. In process of getting estimates to repaint exterior doors.
- 44 8. Repairs/Sealing was completed along back of building. Special recognition to Captain
45 Rice and FF/EMT Mark Otte for completing this project.
- 46 9. Work continues on new part time personnel project; full update presented.
 - 47 a. Request changes to District Policies (attached) as presented at last Board Meeting.
 - 48 b. Working with current part-time personnel to assess commitment to program to
49 determine need for additional personnel and advertise externally
 - 50 c. Request approval of Board to adjust Part-Time personnel hourly rates to reflect
51 commitment to P-4 program.
- 52 10. Lt. Bendzlowicz recently completed required ICS-300 training for NIMS compliance and
53 became active with NKTRT. Request Board approval to move him on Step/Grade
54 schedule from 13U to 13Y to reflect achievements.
- 55 11. Captain Groneck temporarily on limited duty due to on the job injury. Worker's
56 Compensation claim in process. Anticipated return to full duty is Wednesday, November
57 22, 2017.
- 58 12. Following personnel continue in Paramedic Class
 - 59 a. FF/EMT Castleberry
 - 60 b. FF/EMT Erika Muench
 - 61 c. FF/EMT Derek Mayfield
- 62 13. RFP is out for new security system. Deadline/Opening is Thursday, November 9th at
63 2:00 PM.
- 64 14. Fieldwork for Audit is complete.
- 65 15. Still speculation concerning changes to KY Pension System. No movement on tax
66 reform.
- 67 16. Asst. Chief Seibel part of committee with Chief Aylor of Florence and Chief Barlow of
68 Burlington to investigate options for the County's Fire Service to include consolidation.

- 69 17. GRANTS
70 a. AFG
71 i. 2015 SAFER: AWARDED – Administration in progress. Quarterly
72 report filed.
73 ii. 2015 AFG: Operations: AWARDED. Completed and waiting close-out.
74 b. KOHS
75 i. 2016 –Awarded \$15,700. Close-out complete and re-imburement
76 received. Last thing to complete is KOHS’ standard in-station audit at
77 their convenience.

78 **COMMITTEE REPORTS**

79 **EMPLOYEE RELATIONS**

80 No report.

81 **BUDGETING & FORECASTING**

82 No report.

83 **RETIREMENT**

84 No report.

85 **ELECTIONS & APPOINTMENTS**

86 No report.

87 **TUITION IN EXCHANGE FOR SERVICE**

88 No additional report.

89 **WORKER’S COMPENSATION**

90 No report.

91 **HEALTH INSURANCE AND BENEFITS**

92 No report.

93 **VEHICLE STATUS**

94 No additional report.

95 **UNFINISHED BUSINESS**

96 The Chair inquired regarding the status of efforts by Strategic Advisors, LLC. Chief Giordano
97 advised we were still working with them; however there is nothing to report.

98 The Chair inquired as to the status of the radio system upgrade. Chief Giordano advised there
99 were no new updates

100 No additional updates in regards to audit.

101 In regards to the CVG issue and the communication with the KY State Fire Marshall's office:
102 there has been no communication on our part to date. The opinion is that they will not get
103 involved in the issue until someone denies us from performing inspections.

104 **PETITIONERS & COMMUNICATIONS**

105 No report.

106 **EXECUTIVE SESSION**

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

108 **NEW BUSINESS**

109 The Chair entertained a motion to declare the 2004 Chevy Tahoe Surplus at a value and sale
110 price of \$2,000. Motion made by Trustee Newman; seconded by Trustee Crowe. Motion
111 carried, all in favor.

112 The Chair entertained a motion to adopt Personnel Policy Changes to Chapters 15, 16, 24, 26,
113 and 27 as distributed and presented. Motion made by Trustee Gallenstein; seconded by Trustee
114 Newman. Motion carried, all in favor.

115 The Chair entertained a motion to accept the proposed changes to the Part Time Employee
116 hourly rate as presented. Motion made by Trustee Newman; seconded by Trustee Crowe.
117 Motion carried, all in favor.

118 The Chair entertained a motion to recognize Lt. Bendzlowicz achievements and adjust his pay
119 accordingly from 13U to 13Y. Motion made by Trustee Newman; seconded by Trustee Seibel.
120 Motion carried, all in favor.

121 The Chair confirmed the opening for the Station Security System Request for Proposal opening
122 was at the station today at 2:00 PM.

123 The Chair inquired if all Board members were NIMS compliant. We will address to confirm all
124 personnel are compliant.

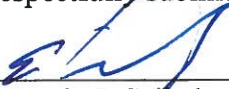
125 Trustee Newman brought up that we are paying service charges to BB&T. We can avoid these
126 fees by changing to a cash sweep account. The Chair entertained a motion to authorize the
127 change to a BB&T insured cash sweep account. Motion made by Trustee Laws; seconded by
128 Trustee Rice. Motion carried, all in favor.

129 **ADJOURNMENT**

- 130 The Chair entertained a motion to adjourn. Motion made by Trustee Crowe; seconded by
131 Trustee Newman. Motion carried, all in favor.
- 132 The Chair adjourned the meeting at 10:35 hours.
- 133 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
134 December 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: Dec. 13, 2017