

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

January 10, 2018

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 10<sup>th</sup> day  
5 of January 2018, with a full quorum present:

Chairman Ed Divine

Trustee Brian Laws

Treasurer Sandra Gallenstein

Trustee James Rice

Secretary Eric Seibel

Chief Michael Giordano

Trustee Debbie Newman

Counsel Bill Knoebel

Members absent: Trustee Arthur Crowe

6 **CALL TO ORDER**

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

8 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

9 December 2017 Point Pleasant Fire Protection District Board Meeting

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

12 The Chair entertained a motion to dispense with the reading of the minutes. Motion made by  
13 Trustee Newman; seconded by Trustee Gallenstein. Motion carried; all in favor.

14 The Chair entertained a motion to accept the minutes as Recorded. Motion made by Trustee  
15 Laws; 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 Treasurer’s report was presented without questions regarding following:

- 20 1. No questions posed.

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

23 **CHIEF’S REPORT**

- 24 Chief's report given by Chief Giordano. Specific discussion was given on the following points:  
25 1. Dealing with the weather. Additional staff brought in January 7 in PM until January 8  
26 mid-day due to predictions of significant icing and possible snow.  
27 2. Building alarm and sprinkler test complete and passed  
28 3. New station security installation begins January 15  
29 4. Work continues on new part time personnel project. This will fill most vacancies on  
30 schedule for the year. Minimum staffing raised back to 4 after the 1st of year due to  
31 success of program. Request Board Approval to hire following personnel:  
32 a. Harney, Kenny  
33 b. Oeffler, Eric  
34 c. O'Leary, Michael  
35 d. Wright, Michael  
36 5. Following personnel continue in Paramedic Class  
37 a. FF/EMT Bob Hug  
38 b. FF/EMT Derek Mayfield  
39 6. Request Board action to terminate Greg Wuestefeld for abandoning position. Last  
40 worked date was 22 October 2017.  
41 7. Desktop review on AFG Safer Grant complete. We needed to add/update purchasing  
42 procedures. Asst. Chief Seibel has policy suggestions attached. Request action at Board  
43 Meeting for approval.  
44 a. Chapter 36: Open and Free Competition  
45 b. Chapter 37: Procurement Procedures  
46 8. 2004 Chevy Tahoe: Payment received and title in process of being transferred.  
47 9. Payment received from Vogelpohl Fire for Ladder 1360 repairs  
48 10. Regional Radio Project: No Update  
49 11. Legal paperwork sent out on audit to CPA.  
50 12. Strategic Partners and KY Reforms:  
51 13. Asst. Chief Seibel attended meeting in Lexington at Fire Commission on January 2nd.  
52 14. Pat Crowley, Asst. Chief Seibel and I will be attending an overnight trip to Frankfort  
53 January 18 and 19.  
54 15. Lobbyist registration ready signed by Chairman Divine's and filed  
55 16. Airport Fire: Working on correspondence.  
56 17. County's Fire Service Study: Official correspondence distributed. The committee (Asst.  
57 Chief Seibel, Chief Aylor (Florence), and Chief Barlow (Burlington)) had a meeting with  
58 Judge Executive Moore and his staff, Tuesday, January 9. Asst. Chief Seibel gave report  
59 on his committee and progress.  
60 18. GRANTS  
61 a. AFG  
62 i. 2017 AFG: Now open, will be re-applying for turn-out gear and  
63 washer/extractor that was declined funding last year.  
64 ii. 2015 SAFER: AWARDED – Administration in progress. Quarterly  
65 report filed.  
66 iii. 2015 AFG: Operations: AWARDED. Completed and waiting close-out.  
67 b. KOHS

68 i. 2016 –Awarded \$15,700. Close-out complete and re-imbusement  
69 received. Last thing to complete is KOHS’ standard in-station audit at  
70 their convenience.

71 **COMMITTEE REPORTS**

72 **EMPLOYEE RELATIONS**

73 No report.

74 **BUDGETING & FORECASTING**

75 No report.

76 **RETIREMENT**

77 No report.

78 **ELECTIONS & APPOINTMENTS**

79 No report.

80 **TUITION IN EXCHANGE FOR SERVICE**

81 No additional report.

82 **WORKER’S COMPENSATION**

83 No report.

84 **HEALTH INSURANCE AND BENEFITS**

85 No report.

86 **VEHICLE STATUS**

87 No additional report.

88 **UNFINISHED BUSINESS**

89 Items already discussed in Chief’s report:

- 90 a. Update on Audit
- 91 b. Update on Strategic Partners
- 92 c. Update on Regional Radio Project
- 93 d. Update on Ladder 1360

94 **PETITIONERS & COMMUNICATIONS**

95 No report.

96 **EXECUTIVE SESSION**

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

98 **NEW BUSINESS**

99 The Chair entertained a motion to accept the changes to chapter 36 and chapter 37 of the District  
100 Policy to reflect needed changes for Federal Grant requirements. Motion made by Trustee  
101 Newman; seconded by Trustee Rice. Motion carried, all in favor.

102 The Chair entertained a motion to accept to hire the following personnel as part-time employees:

- 103 1. Harney, Kenny
- 104 2. Oeffler, Eric
- 105 3. O'Leary, Michael
- 106 4. Wright, Michael

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

108 The Chair entertained a motion to approve the step/grade pay scale from 2J to 7J for Zach  
109 Castleberry to reflect his 400 fire certification and paramedic certification. Motion made by  
110 Trustee Newman; seconded by Trustee Rice. Motion carried, all in favor.

111 The Chair entertained a motion to accept to terminate Greg Wuestefeld for abandoning his  
112 position. Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in  
113 favor.

114 **ADJOURNMENT**

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

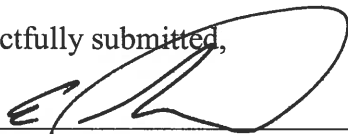
117 The Chair adjourned the meeting at 10:00 hours.

118 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on  
119 February 14, 2018 at 9:00 AM.

120 **ATTEST**

121 I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the  
122 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: Feb. 14, 2018