

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

May 9, 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 9<sup>th</sup> day of  
5 May 2018, with a quorum present:

Chairman Ed Divine

Treasurer Sandra Gallenstein

Trustee Arthur Crowe

Trustee Debbie Newman

Trustee James Rice

Trustee Eric Seibel

Members absent: Trustee Brian Laws, Chief Michael Giordano and Counsel Bill Knoebel

6 **CALL TO ORDER**

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

8 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

9 April 2018 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. Secretary Seibel noted that he amended the minutes to reflect Counsel Knoebel's  
12 absence at last meeting.

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

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

17 **CHANGE OF ORDER/SPECIAL PRESENTATIONS**

18 No change of order or special presentations.

19 **TREASURER'S REPORT**

20 Treasurer's report presented with questions regarding following:

- 21 1. Chair inquired if charges to Benchmark were for annual payment or installment. He was
- 22 advised it was annual worker's compensation insurance payment.
- 23 2. Trustee Crowe inquired why there were several different charges to different vendors for
- 24 ALS equipment. He was advised Captain Foley performs due diligence to purchase
- 25 supplies for best price from several vendors.

- 26 3. Trustee Crowe inquired about payment to KY Retirement System. He was advised this  
27 payment actually reflected two months.  
28 4. Trustee Crowe inquired about payment to Strategic Advisors, LLC. He was advised they  
29 are still completing investigatory work on our behalf.

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

32 **CHIEF'S REPORT**

33 Chief's report given by Assistant Chief Seibel in the absence of Chief Giordano. Specific  
34 discussion given on the following points:

- 35 1. Spring Hydrant Testing complete  
36 2. Annual Hose testing this month  
37 3. Hydrant Painting completed this month  
38 4. District Tumblers purchased and distributed as part of hydration program and several left  
39 over. Additional will be available for individual purchase after accounting completed and  
40 District reimbursed for expense.  
41 5. Ladder 1360 out of service for corrosion issue on bottom of truck. The straps that hold  
42 air tanks on have rusted through due to brine salt on roadways and are on back order.  
43 Captain Rice is investigating getting the undercoating on the vehicles sprayed again.  
44 6. Incident with door on Engine 1352, ripped compartment door off. Incident under  
45 investigation at this time.  
46 7. Painting of exterior doors will take place shortly. This will involve removing the doors  
47 from the building to have them painted and baked, but is most cost-efficient and will also  
48 result in much more durable paint coating.  
49 8. Following personnel continue in Paramedic Class  
50 a. FF/EMT Bob Hug – currently on LOA – will return end of this month  
51 b. FF/EMT Derek Mayfield  
52 9. No need to request Executive Session  
53 10. P4 Tier III Program:  
54 a. Following Part Time Personnel have requested move from Tier II to Tier III with  
55 Asst. Chief (scheduling officer)  
56 i. Ausdenmoore, David  
57 ii. Hughes, Josh  
58 iii. Harney, Kenneth  
59 b. Requests were granted, but requirements for ACTIVE Tier III were updated,  
60 distributed, and all personnel notified enforcement will begin May 1, 2018.  
61 c. Board will be presented list of names at June meeting of Tier III personnel who  
62 did not meet requirements and placed on probation  
63 d. Personnel who do not meet requirements two months in a row will be notified and  
64 subject to termination at next Board Meeting.

- 65 e. All personnel were notified through email memo and officers are covering with  
66 personnel at the morning shift meetings.
- 67 11. Intern Muench – work related injury (fall within station) – WC IA-1 with KY carrier filed  
68 – disposition is restricted and under medical care.
- 69 12. Paperwork completed for Michael Bosley – EKU Intern (restricted to observation only)  
70 from mid-May thru June 2018. Confirmation paperwork received from EKU.
- 71 13. Steve Vickers (Part Time Tier I FF/Medic) was off for shoulder injury that occurred at  
72 other place of employment. He has obtained annual NFPA physical and medical release;  
73 returned to work May 1.
- 74 14. Contract Medic Kim Owens submitted letter of resignation on 4/17/2018 effective  
75 4/26/2018; recommend Board acceptance. Recommend terminate with prejudice due to  
76 failure to achieve training/certification goals during employment and failure to provide  
77 two-week notice of resignation.
- 78 15. Investigating additional personnel for hiring. Probably more in the future, but ask Board  
79 to accept following personnel effective as of this meeting:
- 80 a. Davis, Kevin: Part-Time FF/EMT
- 81 b. Woodring, Paul: Part-Time FF/Medic
- 82 16. Strategic Partners and KY Reforms: No updates at this time, but Pat Crowley is  
83 requesting clarification/explanation regarding vague language in bill that Chief Giordano  
84 discussed at April Board Meeting.
- 85 17. Airport Fire: No update, no incidents, no response since correspondence was sent as  
86 discussed at April Board Meeting.
- 87 18. Regional Radio Project:
- 88 a. Still awaiting clarification on final pricing from Motorola.
- 89 b. Project will not go live until June/July 2019. System still planning on completion  
90 early 2019, but they want to wait until there are leaves on trees to test system to  
91 assure compliance with coverage requirements.
- 92 c. No other updates at this time.
- 93 19. County’s Fire Service Study (BEST): Progress at this time. Update meeting for Boards  
94 held at SETEC May 2<sup>nd</sup>. Asst. Chief Seibel presented at meeting with Chief Aylor  
95 (Florence) and Chief Barlow (Burlington). Chairman Divine and Trustee Rice were in  
96 attendance. All Boards were represented with exception of Hebron and Union.  
97 Chairman Divine gave brief report on meeting.
- 98 20. Minimal preparations on budget this time; will begin in earnest when Chief Giordano  
99 returns.
- 100 21. As in past practice, request to move June Board Meeting from second Wednesday, June  
101 11 to third Wednesday, June 20, 2018 to allow for complete budget preparation.
- 102 22. GRANTS: No Movement

103 **COMMITTEE REPORTS**

104 **EMPLOYEE RELATIONS**

105 No report.

106 **BUDGETING & FORECASTING**

107 No report.

108 **RETIREMENT**

109 No report.

110 **ELECTIONS & APPOINTMENTS**

111 Trustee Rice reported that his Fire Department Representative position was up for election this  
112 June. A letter was sent to Judge Moore's office to seek Trustee Divine be re-appointed to his  
113 position.

114 **TUITION IN EXCHANGE FOR SERVICE**

115 No additional report.

116 **WORKER'S COMPENSATION**

117 No report.

118 **HEALTH INSURANCE AND BENEFITS**

119 No report.

120 **VEHICLE STATUS**

121 No additional report.

122 **UNFINISHED BUSINESS**

123 Strategic Advisors: Update given during Chief's Report

124 BEST Project: Update given during Chief's Report

125 The Chair inquired if recognition was completed for Lt. Bendzlowicz' in-laws for the donation  
126 of the pumps. He was advised this was not completed yet, but would be completed.

127 Captain Rice advised that he was in contact with BME and following up on repairs and brand of  
128 unit that would be installed in the HVAC units.

129 **PETITIONERS & COMMUNICATIONS**

130 No report.

131 **EXECUTIVE SESSION**

132 There was no need identified to enter into executive session.

133 **NEW BUSINESS**

134 The Chair inquired how the damage could have happened and not been prevented to Engine  
135 1352. Assistant Chief Seibel advised that the investigation was not complete at this time, but  
136 there were clearly two failures already identified that led to this problem:

- 137 1. The apparatus was left on the bay floor with doors open;
- 138 2. The apparatus operator did not conduct an effective walk-around before moving the  
139 apparatus.

140 Asst. Chief Seibel advised these two issues were already addressed with the officers and would  
141 be addressed with the personnel.

142 The Chair requested the submission he filed to the KY Legislative Ethics Commission reporting  
143 the monthly retainer expenses paid to Strategic Advisors, LLC, be included as part of the official  
144 Board Minutes. Report attached.

145 The Chair inquired if there were objections to moving the June meeting back one week as  
146 requested; no objections. The Chair entertained a motion to move the official June 2018 Point  
147 Pleasant Fire Protection District Board Meeting from its regularly scheduled date of Wednesday,  
148 June 13 to Wednesday, June 20, 2018 at the regularly scheduled time of 9:00 AM. Motion made  
149 by Trustee Gallenstein; seconded by Trustee Rice. Motion carried, all in favor. The Chair and  
150 Secretary shall ensure all proper notices are posted.

151 The Chair entertained a motion to accept Kevin Davis as a part-time Firefighter/EMT at Tier I,  
152 effective May 9, 2018. Motion made by Trustee Newman; seconded by Trustee Crowe. Motion  
153 carried, all in favor.

154 The Chair entertained a motion to accept Paul Woodring as a part-time Firefighter/Medic at Tier  
155 III, effective May 8, 2018. Motion made by Trustee Newman; seconded by Trustee Rice.  
156 Motion carried, all in favor.

157 The Chair entertained a motion to accept the resignation of contract Medic Kim Owens, with  
158 prejudice, meaning she is ineligible for re-hire. Motion made by Trustee Newman; seconded by  
159 Trustee Crowe. Motion carried, all in favor.

160 The Chair wanted to remind the Board that official primary elections are to be held here in the  
161 station on Tuesday, May 22<sup>nd</sup>, 2018. He urged all present to exercise their Constitutional right to  
162 vote.

163 **ADJOURNMENT**

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

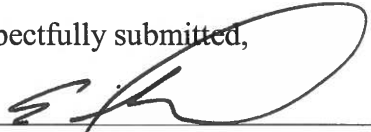
166 The Chair adjourned the meeting at 09:53 hours.

167 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on June  
168 20, 2018 at 9:00 AM.

169 **ATTEST**

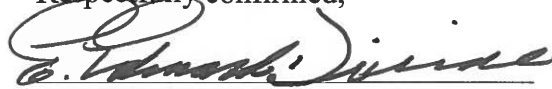
170 I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the  
171 Point Pleasant Fire Protection District at a meeting held on the date shown below:

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: June 20, 2018