

**BURLINGTON FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
Monday, November 14, 2011**

Members present: David Conrad, Brian Riddell, Bob Parson, Yvonne Manning, Bill Lipscomb, Chad Eha and Joe Walter

Also present were: Chief Barlow and Attorney Mike McKinney.

Chairman Conrad called the meeting to order at 7:00 p.m.

Audience of Citizens

No Comments

Chief's Report

Chief Barlow has informed the board members that KBEMS was here for their annual EMS audit and everything went well.

ISO was here for their site visit to reevaluate our current ISO rating. We are currently awaiting the results to see if our rating will change.

The old brush truck has been picked up by Brindlee Mountain and now we are waiting for the new truck to get here.

Chairmans Report

Brian Riddell has stated that he will have his Chairman's Report during executive session.

Agenda Additions

Chief Barlow has received some last minute information from Bilz insurance stating the price reductions in our Short Term, Long Term and Life Insurance policies. Bilz Insurance is the administrator for our insurance coverage through Standard Insurance. Chief Barlow asked for this item to be added to New Business. Chad Eha made a motion to add the policy changes to New Business. Motion was seconded by Bill Lipscomb. Motion passed unanimously.

Consent Agenda

Yvonne Manning made a motion for a change to be made to the October 2011 district board meeting minutes to say that Chairman Conrad had asked Chief Barlow to direct attorney Mike McKinney to handle the RFP's for the retaining wall. Motion was seconded by Bill Lipscomb. Motion passed unanimously.

Chad Eha made a motion to accept the financial reports and petty cash. Motion was seconded by Yvonne Manning. Motion passed unanimously.

Old Business

Retaining Wall:

No new information to report.

Lateral Entry (SOP 500.39):

Chief Barlow provided information to the board about the Lateral Entry Firefighter/Paramedic program (SOP 500.39). Discussion amongst the board members took place and decided that they will review over the next month and table it for more discussion for the December 12, 2011 District Board meeting.

New Business

Air Compressor Service Agreement:

Chief Barlow provided the board members with a copy of the service agreement that Pro Air provided us for the Air Compressor maintenance and testing that is required throughout the year is substantially cheaper. Chief Barlow has advised the members that he would recommend the approval for this agreement. The air quality testing needs to be done every quarter/6 months per OSHA required and the current vendor we use has not been available. Attorney Mike McKinney has said that he has looked over it and everything looks good. Yvonne made a motion to accept the service agreement with Pro Air and for Chairman Conrad to sign the agreement. Motion was seconded by Chad Eha. Motion passed unanimously.

Anneken Huey & Moser:

Chief Barlow provided the board members in their board packet a copy of the proposed next 3 year agreement with Anneken, Huey, and Moser. The information provided is the same as the previous agreement with no price increase. Chad Eha made a motion to accept the 3 year agreement with Anneken, Huey and Moser. Motion was seconded by Joe Walter. Motion passed unanimously.

Funding for entry level/promotional testing:

Chief Barlow has asked the board members to consider amending the budget to include funds for the payment to third party vendors for the assistance in providing us study materials and testing materials for both the entry level and Lieutenant's process. The amount that is being figured for the entry level testing is \$2,000.00 which is to include the study guides, testing and scoring for approximately 15 people. The amount being figured for the Lieutenant's is roughly \$4,600.00 which is to include (2) types of tests. The chief is still currently looking at other testing materials and to see which items we can prepare in house. The board members had some discussion and as long as there are no immediate decisions they will defer to the December board meeting so that they can have some discussion at another time. There will be more discussion to follow during the December 12th board meeting.

Standard Insurance:

Bill Lutz with Standard Insurance, whom is our Long Term and Short Term Disability carrier, provided us with a renewal for the upcoming year. The upcoming rates for these policies have been reduced. The board members had some discussion as to why the renewal was not sent with enough notice? The board members inquired about if we would want to consider changing renewal dates to where they were all consistent and was at the same time during the fiscal year. Bob Parsons made a motion to approve Chairman Conrad signing the renewal if it was something that needed to be signed by December 1st. The signature will not be needed if it is an automatic renewal. The motion was seconded by Bill Lipscomb. Motion passed unanimously.

Executive Session:

At 7:45p.m. Bob Parsons moved to enter into Executive Session. Bill Lipscomb seconded the motion. Motion passed unanimously.

At 8:25 p.m. Brian Riddell moved to leave Executive Session. Bill Lipscomb seconded the motion. Motion passed unanimously.

At 8:30p.m. Bob Parsons moved to adjourn. Bill Lipscomb seconded the motion. Motion passed unanimously.

Personnel:

Bob Parsons made a motion to accept Collin Taylor as a probationary Firefighter/EMT member and Kristy Rosenacker as a probationary EMS Only member. Motion was seconded by Bill Lipscomb. Motion passed unanimously.

Chad Eha made a motion to make Bob Klute and Patty Klute support members for the department. Motion was seconded by Bill Lipscomb.

Secretary: _____
Yvonne Manning

Chairman: _____
David Conrad