

**BURLINGTON FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
Monday, February 11, 2008**

Members present: Dave Conrad, Chris Van Meter, Robert C. Hurst III, Yvonne Manning, AJ Schaeffer, Brian Riddell, and Harry Pickett. Also present were: Chief Barlow and Attorney Mike McKinney.

Chairman Conrad called the meeting to order at 7:04 p.m.

Audience of Citizens

No comments.

Chief's Report

No comments.

Agenda Additions

Chairman Conrad requested that emails be added to New Business. Ms. Manning moved to approve the Agenda Addition of emails to New Business. Motion was seconded by Mr. Hurst. Motion passed unanimously.

Consent Agenda

Ms. Manning requested that all items 50% over budget on the financial reports have an explanation as to why. Mr. Riddell moved to approve the consent agenda. Motion was seconded by Mr. Schaeffer. Motion passed unanimously.

Old Business

Retaining Wall: Chief Barlow reported that Thelen Associates have sent the results of the 3 core samples they performed on the retaining wall. They had (2) recommendations. (1) Removal and replacement of the distressed portion of the wall. (2) Construct a new wall in front of the existing retaining wall. Mr. Van Meter asked if Spaulding has shot the retaining wall for the third time as agreed in previous conversations. Chairman Conrad requested that Chief Barlow contact Spaulding about shooting the wall and to share the results of the tests that took place by Thelen Associates.

Overpayment Regarding the Fire Fighter Training Center: The refund check has been received.

Health Insurance Update: Chairman Conrad reported that he will be unable to attend the meeting on February 27th. He suggested that another board member attend with Chief Barlow. Chief

Barlow reported that he is receiving feed back on the 50/50 card and will continue to do so. Chairman Conrad reminded everyone that the 50/50 card is effective March 1st. Chairman Conrad reported that the next Insurance Committee meeting will be on March 6th at 3:30 in Hebron.

Burlington Fire Protection District Website: Website additions have been completed.

Sale of Squads: The sale of (1) of the squads to Gallatin County is complete and the money has been received. The sale of (2) squad is still in discussion. Kenton County is still pursuing to purchase but will not take place quickly. Chief Barlow reported that Horton is out of the discussion. Chief Barlow also reported that the sale of the squad is being advertised state-wide.

Gallatin County EMS: There have been no Mutual Aid responses for January.

New Business

Department Audit: Chief Barlow reported that the auditors have sent the results back of the Department Audit. Tichenor & Associates reported that there should be Accounting and Management Policies and Procedures be put into place.

Incentive Point Calculation: Chief Barlow informed the board that he held a discussion with seven volunteer firefighters about the current incentive point system. The volunteers informed Chief Barlow that they prefer the existing point system (i.e., a value is assigned to each point). They also notified Chief Barlow that they do not volunteer for the money that is awarded per the incentive point system. Discussion followed regarding how point values should be determined. Chairman Conrad instructed Chief Barlow and Asst. Chief Klaserner to either look up the current incentive point policy or draft a proposed policy. Mr. Schaeffer emphasized that whatever the Board elects to do, a value must be assigned to each point to quantify the amount and quality of the work provided. Mr. Riddell commented that a similar policy was already approved by the Board in December 2007. The current policy was then examined, which states that point values will be assigned at the time the budget is approved. Chief Barlow and Asst. Chief Klaserner were instructed, before the next budget is drafted, to examine values assigned to incentive points for previous years.

Revision to tobacco use policy: Chief Barlow requested the board approve the revisions made to the existing policy for tobacco use. The consequences for disobeying the policy for tobacco use have changed and are specified for both paid personnel and volunteers. Mr. Van Meter moved to approve the policy revision. Motion was seconded by Mr. Hurst. Motion passed unanimously.

Insurance Proposals: Chief Barlow reported that he has received (3) proposals from alternative providers. Chief Barlow will contact the other chief's to see if they have had any problems with MedBen. Chairman Conrad reminded everyone that the decision needs to be made at the March Board Meeting.

Electronic Banking: Chief Barlow reported that contact with First Financial in regards to having the ability to view bank accounts via online and to initiate bill payment via online. Mr. Schaeffer moved to approve the ability to view bank accounts via online. Mr. Van Meter seconded the motion. Motion passed unanimously.

Surplus Equipment – Pagers: Discussion took place to either surplus all pagers now or to wait for all of them to be returned. Chief Barlow reported that Belleview and Dry Ridge expressed interest in 10 of the pagers. Mr. Van Meter moved to approve (1) surplus all pagers and for Chief Barlow to account for them (2) to give 10 pagers to Belleview and 10 pagers to Dry Ridge. Motion was seconded by Mr. Hurst. Motion passed unanimously.

Emails: Chairman Conrad asked the board members if they would like to receive the agenda and corresponding documents for the board meeting via email or by packets. Board members decided that they all would like to receive the information via email.

Executive Session:

At 8:46 p.m. Mr. Hurst moved to enter into Executive Session. Mr. Van Meter seconded the motion. Motion passed unanimously.

At 9:15 p.m. Mr. Van Meter moved to leave the Executive Session. Mr. Pickett seconded the motion. Motion passed unanimously.

Personnel

Ms. Manning moved to approve the dismissal of Jon Mobley, Phil Moffatt, and William Cassidy as volunteers. Mr. Van Meter seconded the motion. Motion passed unanimously.

Mr. Van Meter moved to approve the reinstatement of Rob Braun as a volunteer. Mr. Pickett seconded the motion. Motion passed unanimously.

At 9:25 Mr. Van Meter moved to adjourn. Mr. Pickett seconded the motion. Motion passed unanimously.

Secretary:


Brian A. Riddell

Chairman:


David Conrad