

**BURLINGTON FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
Monday, January 14, 2008**

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

Chairman Conrad called the meeting to order at 7:02 p.m.

**Audience of Citizens**

No comments.

**Chief's Report**

No comments.

**Agenda Additions**

There were no Agenda Additions for this meeting.

**Consent Agenda**

Ms. Manning moved to approve the Consent Agenda. Motion was seconded by Mr. Hurst.  
Motion passed without objection.

**Old Business**

Retaining Wall: No report.

Overpayment Regarding the Fire Fighter Training Center: Mr. McKinney followed up with the Finance Department and was notified that the check was issued but mailed to the wrong location. Mr. McKinney suggested to the Finance Department that they issue a stop payment on the check. The Finance Department stated that they will not replace the original check until the original check has been received. Mr. McKinney reported that he will follow-up.

Health Insurance Update: Chairman Conrad reported that he and Chief Barlow attended the Inter-Local Group meeting on January 9, 2008.

Chairman Conrad reported that at the meeting they discussed the 50/50 drug card. The 50/50 drug card will be effective March 1, 2008. This drug card does include some over the counter prescriptions at a lower rate. Chairman Conrad informed the Board that the discussion needs to take place with the members of the Burlington Fire Protection District as to whether or not the 50/50 drug card would be beneficial. Chairman Conrad informed the Board that these

discussions need to take place before the February Board Meeting. The next Inter-Local Group meeting will be in March 2008. Chairman Conrad has suggested that 2 or more board members attend the meeting in March.

Chairman Conrad reminded the Board that if Burlington would like to withdraw from the Agreement the decision needs to be made by April 1, 2008.

Chairman Conrad reported that the Union Emergency Services Alliance is definitely withdrawing from the Agreement.

Burlington Fire Protection District Website: Progress has been made to include some of the changes to the website. January 2008 is still the target date to have these changes made to the website.

Ambulances: Chief Barlow reported that the sale of the Horton/F350 Squad Unit # 0001-S to Gallatin County Emergency Medical Services has been completed. The sale amount of \$18,000.00 has been received. Chief Barlow reported that there has been no contact with Kenton County in regards to the sale of the second squad. Chief Barlow reported that the Fire Commission could be contacted so that the information about the squad could be placed on there website. Chairman Conrad suggested that Chief Barlow should contact Horton Emergency to find out what Horton's deadline is. Chief Barlow reported that he will follow-up.

Comp Time Report: Chief Barlow presented his findings to the Board in regards to the request that was made to investigate compensatory time use in the Burlington Fire Protection District. Chief Barlow advised that the calculation to determine comp time was figured correctly. The calculation that was used is for every 1 hour worked 1 ½ hours was earned. Chief Barlow proposed a solution to clear this outstanding issue is to inform all personnel that have comp time outstanding that all comp time must be used by June 30, 2008. Mr. Hurst moved to: (1) inform all personnel that all comp time must be used by June 30, 2008, and (2) any over time worked will be paid. Mrs. Manning seconded the motion. Motion passed unanimously.

### New Business

Mutual Aid Agreement Proposal: Chief Barlow proposed that the Burlington Fire Protection District enter into a Mutual Aid Agreement with Gallatin Co. EMS. Chief Barlow reported that Burlington could invoice Gallatin Co. for each paramedic response that Burlington will assist in as long as Medic 747 is available. The activity will be monitored monthly and at anytime both parties will be able to exit out of the agreement with a 30 day notice. Chris Van Meter moved to enter into the agreement. Mrs. Manning seconded the motion. Motion passed unanimously.

Vacation Time: Chief Barlow reported that there was a discrepancy discovered in the current Vacation Time Benefit SOG 500.33. The current policy calculates not only year of hire but exact month of hire. This calculation as time progresses will give lesser seniority personnel more vacation benefits than slightly more senior personnel. Chief Barlow suggested that the policy be revised to calculate vacation time by year of hire only. Mrs. Manning moved to

approve the revised Vacation Time Benefit SOG 500.33. Mr. Hurst seconded the motion. Motion passed unanimously.

Mortgage Refinance: Chief Barlow presented the board with a spreadsheet summarizing each bid from the 6 proposals that were received regarding refinancing of the Districts indebtness. Proposals were discussed and the decision was made to take no action at this time. Mr. Van Meter moved to take no action regarding refinancing. Mrs. Manning seconded the motion. Motion passed unanimously.

Executive Session:

At 8:07 p.m. Mr. Hurst moved to enter into Executive Session. Mr. Pickett seconded the motion. Motion passed unanimously.


Board returned to regular session at 8:25 p.m.

Personnel

Mr. Hurst moved to relieve John Cook as a volunteer. Mr. Van Meter seconded the motion. Motion was passed unanimously.

Mr. Hurst moved to approve the volunteer application of Thomas Spille. Mr. Van Meter seconded the motion. Motion passed unanimously.

At 8:30 Mr. Pickett moved to adjourn. Mr. Hurst seconded the motion. Motion passed unanimously.

Secretary:   
Brian A. Riddell

Chairman:   
David Conrad