

**BURLINGTON FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
Monday, December 14, 2009**

Members present: David Conrad, Bob Parson, Bill Lipscomb, Robert Hurst, and Chris Van Meter.

Also present were: Chief Barlow and Attorney Mike McKinney.

Members absent: Yvonne Manning and Brian Riddell

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

**Audience of Citizens**

No Comments

**Special Presentation**

Dennis Stout with the Bullard Corporation was here to present an award to the department and crew involved in using a thermal imaging camera to locate and save a trapped occupant from a building fire that occurred in August 2009. The Save-A-Life award is given to departments and individuals who use a thermal imaging camera to locate and save occupants that are trapped in building fires. Burlington is one of roughly 70 departments nationwide that have received this award. The following individuals awarded were: Lieutenant Michael Butcher, Firefighter/EMT Doug Moore, Firefighter/EMT Chad Eha, Firefighter/EMT Scott Hegener, Firefighter/EMT Eric Campbell, and Firefighter/Paramedic Joe Jamison.

**Chief's Report**

Chief Barlow advised the members that the Safer Grant Application was submitted. If the grant is accepted this will allow Burlington Fire Department to hire (3) additional employees.

Chief Barlow advised the members that the finalized audit for the 08/09 Fiscal Year has not been completed yet.

Chief Barlow advised the board members that the status of the new Tax Exempt number is completed. It is now under a Special District Tax Exempt status.

**Chairmans Report**

Chairman Conrad asked the board members whether or not they would be interested in presenting an award from the District Board to the members of the fire department based upon criteria that would be determined. The annual awards banquet for the fire department will be on Saturday, February 13<sup>th</sup>. Chairman Conrad asked Chief Barlow to send him the guidelines that the fire department uses to vote on there awards.

Discussion took place as to whether or not a waiver and release form needs to be filled out by any individual that is transported in a department vehicle that is not an affiliate of the department. Attorney Mike McKinney advised that it might not be a bad idea. Discussion to take place further during the January 2010 District Board Meeting.

## **Agenda Additions**

No Agenda Additions

## **Consent Agenda**

Mr. Hurst made a motion to accept the Consent Agenda. Motion was seconded by Mr. Lipscomb. Motion passes unanimously.

## **Old Business**

**District By-laws:** Chief Barlow advised the board members that additional discussion is needed with the officer staff before anything is brought to board members. The discussion will be tabled until the January 2010 District Board Meeting

**Light Duty:** Chief Barlow advised that there will be an insurance symposium with all of the insurance vendors that we currently have our policies through. He would like to have the discussions with them about the light duty policy. Chief Barlow has received multiple copies from various departments of their light duty policies. There will be more discussion about a light duty policy once the insurance symposium has been completed.

**Fund Transfer:** Chief Barlow advised the board members that the operating account has the ability to transfer the \$210,000.00 back over to the Reserve Account. The initial transfer from the Reserve Account to the Operating account was agreed upon in September 2009. Mr. Van Meter made a motion to restore the \$210,000.00 back to the Reserve Account. Motion was seconded by Mr. Hurst. Motion passed unanimously.

## **New Business**

### **Resolution for CERS Hazardous Duty Retirement petition:**

Chief Barlow advised the board members that a motion to sign the resolution for CERS Hazardous Duty Retirement petition needed to be made and sent to the Kentucky Retirement System. Until March 2010 any new employees hired will be considered a non-hazardous employee. The petition is for the following positions: Firefighter/EMT, Firefighter/Paramedic and Lieutenant. Mr. Van Meter made a motion to accept and sign the resolution for the CERS Hazardous Duty Retirement petition. Motion was seconded by Mr. Lipscomb. Motion passed unanimously.

**Ambulance Payoff:** Chief Barlow advised the board members that the next payment for the ambulance loans is scheduled to be paid in April of 2010. The funds to pay off the ambulance loan are available in the Vehicle Fund Account if they would like to payoff the loan now. This would save them roughly \$900.00 in interest if it was paid off as of December 15, 2009. Mr. Van Meter made a motion to use the funds available in the Vehicle Fund Account to payoff the ambulance loan to save the money in interest. Motion was seconded by Mr. Lipscomb. Motion passed unanimously.

**Executive Session:**

At 7:42 p.m. Mr. Van Meter moved to enter into Executive Session. Mr. Lipscomb seconded the motion. Motion passed unanimously.

At 8.12 p.m. Mr. Van Meter moved to leave Executive Session. Mr. Lipscomb seconded the motion. Motion passed unanimously. Once returned into Regular Session. Mr. Hurst made a motion for an agenda addition of the new employee eligibility list to new business. Motion was seconded Mr. Lipscomb. Motion passed unanimously.

Mr. Van Meter made a motion to accept the new employee eligibility list for the period of 12/14/09 – 12/13/10. Motion was seconded by Mr. Lipscomb. List to be posted for all members to view.

At 8:20 p.m. Mr. Van Meter moved to adjourn. Mr. Lipscomb seconded the motion. Motion passed unanimously.

**Personnel:**

Mr. Van Meter made a motion to accept the volunteer dismissal of Jennifer Kleisinger due to inactivity with the department. Motion was seconded by Mr. Lipscomb. Motion passed unanimously.

Mr. Van Meter made a motion to accept 1 career member application for Jeremiah Meister. Motion was seconded by Mr. Lipscomb. Motion passed unanimously

Mr. Hurst made a motion to make a conditional offer of employment to the individual that is in Band A of the new employee eligibility list. Motion was seconded by Mr. Lipscomb. Motion passed unanimously.

Secretary: \_\_\_\_\_  
Yvonne Manning

Chairman: \_\_\_\_\_  
David Conrad