

**BURLINGTON FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
Monday, June 8, 2009**

Members present: David Conrad, Yvonne Manning, Bill Lipscomb, Bob Parsons, and A.J. Schaeffer, Chris Van Meter and Robert Hurst

Also present were: Chief Barlow and Attorney Mike McKinney.

Chairman Conrad called the meeting to order at 7:05 p.m.

Audience of Citizens

No Comments

Chief's Report

Chief Barlow advised the board members that there are (3) employees currently off work for injuries. This will cause overtime to increase for a short time until the employees have been released to come back to work.

Chief Barlow advised the board members that he received the amended PVA amounts to be received in the 2009/2010 Fiscal Year. The amount has decreased about \$58,000 less than what was expected. The budget for the upcoming Fiscal Year has been revised to show the decrease in income.

The budget documents that needed to be filed with the Boone County Clerk by June 1, 2009 for the upcoming fiscal year have been met.

Chairmans Report

Chairman Conrad announced that he has been reappointed again by Judge/Executive Gary Moore for another term.

Chairman Conrad made an announcement that Vice President A.J. Schaeffer will not be returning for another term. He has been a member of this department for about 15 years. Elections to fill his position as a board member will take place on June 27th. During the July 13th District Board Meeting there will be a reelection of officers.

Agenda Additions

Chief Barlow asked that the discussion on the GIS proposal be added to New Business. Mrs. Manning moved to approve the Agenda Addition. Motion was seconded by Mr. Parsons. Motion passed unanimously.

Consent Agenda

Mr. Schaeffer moved to approve the Consent Agenda. Motion was seconded by Mr. Hurst. Motion passed unanimously.

Old Business

Liaison Program: No Comments

District Board By-laws: It came up in discussion to see whether or not in Section 6 that it be added that the administrative assistant is the individual that will take the minutes.

Article 3 Section 16 was discussed and was agreed upon to keep it the same.

Chairman Conrad asks that the Article V Section 1 be revised to add the current items on the agenda. Discussion took place between the members about Article I Section 4b in regards to what is considered an excused or unexcused absents from the monthly District Board meetings. Chairman Conrad ask that revisions to Article I Section 4b be made to add that at the beginning of each District Board meeting the board members will decide if there is a member absent that noted whether or not it was an excused or unexcused absence.

SOG Revisions: Chief Barlow presented to the board members the revised Standard Operating Guideline's that were affected by the approved FY 09-10 budget. Chief Barlow explained all of the changes that have been made to the following SOGs: 400.2 Regular Full-Time Shift Employee, 400.17 Hourly Employee, 400.21 Volunteer Member Incentive Program, 400.29 Overtime Pay, 400.38 Regular Full-time Employee Pay Scales, 400.46 Signal 23 Call Back, 400.48 Regular Full time Shift Employee Unscheduled Overtime, 500.29 Sick Leave Benefits, 500.33 Vacation Time Benefits, 500.38 Longevity. Mr. Hurst moved to approve the revisions for the above named SOGs. Motion was seconded by Mr. Parsons. Motion passed unanimously.

GIS Contract: Chief Barlow presented the annual GIS Contract to the members. He asks that they make a motion to renew the GIS contract. Mr. Van Meter moved to approve the renewal of the GIS Contract. Motion was seconded by Mrs. Manning. Motion passed unanimously.

New Business

Proposed Line Item Changes: Chief Barlow presented the proposed Line Item Changes that is needed to be made to the FY 08-09 budget. The changes that need to be made are to either increase or decrease the expense and income items where needed. Mr. Schaeffer moved to approve the proposed line item changes. Motion was seconded by Mr. Parsons. Motion passed unanimously.

Executive Session:

At 8:10 p.m. Mr. Schaeffer moved to enter into Executive Session. Mrs. Manning seconded the motion. Motion passed unanimously.

At 9:05 p.m. Mr. Schaeffer moved to leave Executive Session. Mr. Parsons seconded the motion. Motion passed unanimously.

At 9:06 p.m. Mr. Schaeffer moved to adjourn. Mr. Parsons seconded the motion. Motion passed unanimously.

Secretary: _____
Yvonne Manning

Chairman: _____
David Conrad