

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE OKOLONA FIRE PROTECTION DISTRICT**

The regular monthly meeting, of the Okolona Fire Protection District, came to order at 7:00 pm on January 8, 1998, at 8501 Preston Hwy. Louisville, Ky. 40219. The following people were present:

Mr. Dorsey Powell, Chairman
Mr. Mickey Raisor, Treasurer
Mrs. Joan McGee, Secretary
Mr. Ed Hogan
Mr. Joe Cissell
Mr. Jerry Skinner
Col. Richard Carlson, Chief of the District
Mr. Irvin Maze, Attorney for the District
Mrs. Judy Johnson, Fire Department Secretary

Visitors: Caption Billy Mattingly
 Captain Chris Gosnell
 Lieutenant Keith Durbin

I. ADMINISTRATION

The minutes of the December 4, 1997, meeting were presented for approval. Joan McGee made the motion to approve the minutes as presented. Mickey Raisor seconded. Board approved with no opposition

IT IS HEREBY RESOLVED that after proper motions the minutes of the December 4, 1997 meeting were duly approved and made a part of the permanent records of the Okolona Fire Protection District.

II. FINANCE AND ACCOUNTING

The treasurer submitted his report for the month of December, 1997, which is summarized as follows:

Beginning Balance as of December 1, 1997.....	\$ 10,715.83
Deposits as of December 31, 1997.....	\$ 535,922.75
Disbursements as of December 31, 1997.....	\$477,768.85
Ending Balance as of December 31, 1997.....	\$ 68,869.73

Joe Cissell made the motion to approve the report as presented. Ed Hogan seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the

month of December 1997 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

III. OLD BUSINESS

1. Underground Storage Tanks

A proposal has been sent from the consulting engineer for trustee consideration. Attorney Maze briefly reviewed the proposal and believes that we would have to pay \$1000 deductible and that possibly the remainder would be paid from state funds. Ed Hogan made a motion to table this until the February meeting so that the board can review the proposal. Joe Cissell seconded. Board approved.

2. Borrowing Resolution

National City Bank has asked us to sign a borrowing resolution. The bank needs this resolution to effect any loans on behalf of the district. Ed Hogan made the motion to have the borrowing resolution signed by the necessary people. Jerry Skinner seconded. Board approved. A copy of the resolution is attached to these minutes.

3. Budget

The fiscal year is about half over and we have had time to evaluate how our spending has gone thus far. The chief suggests consideration be given to amending the budget in view of the spending patterns. This is consistent with the recommendations of the auditor, which we heard last month. If this is agreeable with the board, a proposal will be submitted at the February meeting. The board agreed that the chief should prepare a budget amendment for consideration.

4. Loan

Treasurer Raisor advised the board that a loan was taken in the amount of \$30,000 in December to cover expenses. It was paid off in a couple of days at a cost of \$42.50.

5. Station 2 Roof

Trustee Raisor advised the board that the roof at station 2 is in bad need of repair. We have a large leak and the work needs to be done as soon as possible. Trustee Hogan to talk with Captain Gosnell about this.

6. Retirement

Trustee Raisor asked Attorney Maze if he had heard anything regarding the retirement litigation. Attorney Maze advised that he had not.

7. Firefighter Evaluations

Trustee Cissell advised he felt the board should get regular reports on probationary firefighters, with respect to their job performance, attitude, etc. Trustee Powell said he felt that if the board received these reports and a hearing needed to held regarding a firefighter, having these reports before the hearing may taint the hearing. Attorney Maze advised that the board would have to listen to the facts presented at the hearing and make their decision from only that information. These reports could be part of the evidence. Board is the ultimate fact finder. The majority of the board felt that these reports were not needed.

V. NEW BUSINESS

1. Replacement Tables for Assembly Hall

Over the past 17 years our stock of tables, in the assembly hall, has dwindled. Recently, when we have had large groups using the hall, we have had to borrow tables. We would like to purchase additional tables. Price quotes as follows:

Grainger:	\$111.00
Office Supply	\$124.95
Stables Office Supply	\$118.70

Trustee Skinner asked if the money was in the budget for these. Chief Carlson advised that it was not. Trustee Skinner made the motion to table this until such time as there was money in the budget for these items. Ed Hogan seconded. Board approved with no opposition.

2. Insurance

Our insurance policies will be up for renewal in April, meaning that at the March trustee meeting, which is the meeting after next, the board will want to consider proposals. To begin the process, it is recommended that the trustees authorize us to advertise for proposals, along with contacting the three companies which submitted proposals last year. Joe Cissell made the motion to authorize advertising for insurance bids and contacting the bidders from last year. Ed Hogan seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions approval to advertise for bids for the fire district insurance package was given.

3. Training Opportunity

Would like to send up to 10 members to the Green River Fire School, at a cost of \$1,520. Dorsey asked if the money was budgeted for this school? Mickey Raisor made the motion to send up to 10 people to the fire school. Ed Hogan seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions approval was given to send up to 10 members to the Green River School at a cost of \$1,520.

4. Dormitory Needs

The dormitory, for the career firefighters, is going on four years old and has some needs. They are as follows:

1. Duct cleaning for \$350. There is a build up of soot, etc. which is suspected to be causing upper respiratory irritations for some of the career firefighters.
2. Carpet replacement:
 - Georgia Carpet Outlet - \$1,150
 - Classic Floor Covering - \$1,100
 - Cundiff's Carpet - \$2,100
3. Replacement Mattresses:
 - Mattress Outlet - \$579
 - Mattress Warehouse - \$622
 - Mattress Supply - \$637

Would also like to take the electro-static air cleaner from the trustee room, and install it in the dormitory to see if this may also be of help in the respiratory irritation matter. If it does not help, then it will be returned to the trustee room. If it does work, then we suggest purchasing a used electro-static air cleaner to put in the trustee room, since the use of this room is limited. Approximate cost would be between \$350 and \$400.

Ed Hogan made the motion to purchase the duct cleaning, carpet and mattresses at the lowest bid and use the air cleaner from the trustee room. Mickey Raisor seconded. The board requested that further price quotes be sought for carpeting before taking the Classic bid. Board approved with no opposition.

IT IS HEREBY RESOLVED after proper motions to spend up to \$2,029 for duct cleaning, carpeting and mattresses for the dormitory.

6. Kitchen Chairs

When the kitchen at station 1 was built, the chairs were hand-me-downs and they are in need of replacement. We request to purchase 5 chairs at \$99 each. Joan McGee made the motion to purchase the chairs. Joe Cissell seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions approval to spend up to \$495 for 5 kitchen chairs was given.

7. Gate Valves

Units 8032 & 8033 are in need of new gate valves for the large suction inlet of their pumps. The old ones are seized up and can't be operated easily. Costs:

Fire & Specialty Equipment:	\$790
Public Safety Eqpt. Co.	\$794
General Rubber	\$704
Fire Dept. Svc. & Supply	\$588

Joe Cissell made the motion to purchase the valves from Fire Dept. Svc. & Supply. Ed Hogan seconded. Mickey Raisor asked if the old ones could be rebuilt. Ed advised that they could not. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions approval was given to purchase 2 gate valves from Fire Dept. Service & Supply at a cost of \$588.

8. Second Employment for Career Firefighter

Firefighter Jim Baker has requested board approval to get a part-time job. This matter will be discussed in executive session.

9. Vacation Time

Firefighter Tim Eades has requested to sell back 120 hours of vacation time. This matter will be discussed in executive session.

10 Shoulder Emblems

We need to purchase shoulder emblems for our uniforms. We have received a price quote from Command Uniforms of \$2.40 each for 200 or \$1.50 each for 300 and up. Ed Hogan made the motion to purchase 300 emblems at a cost of \$1.50 each. Joe Cissell seconded. Board approved

with no opposition.

IT IS HEREBY RESOLVED that after proper motions approval was given to purchase 300 shoulder emblems at a cost of \$1.50 each.

The meeting went into executive session to discuss matters of personnel.

The board returned to open session.

1. Part Time Job Request

Ed Hogan made the motion to approve Firefighter Jim Bakers request to seek part time employment. Joe Cissell seconded. Board approved with no opposition.

2. Tim Eades Vacation Time

Ed Hogan made the motion to approve buying back 120 hours vacation time at straight pay from Firefighter Tim Eades. Joe Cissell seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved buying back 120 hours of vacation time from Firefighter Tim Eades figured on his straight time pay.

3. Chiefs Annual Salary Increase

Mickey Raisor made the motion to give Chief Carlson a 3 1/2% salary raise. Jerry Skinner seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved a 3 1/2% salary increase for Chief Carlson.

There being no further matters to come before the board of trustees, of the Okolona Fire Protection District, Joe Cissell made the motion to adjourn. Joan McGee seconded. Board approved with no opposition. Meeting adjourned at 8:27 pm.

Respectfully submitted,

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Joan McGee, Secretary
Board of Trustees

ATTESTED:

Dorsey D. Powell, Chairman
Board of Trustees