

# 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 at 8501 Preston Highway, Louisville, Ky. 40219, on July 11, 2002 with the following people present:

Mr. Dorsey Powell, Chairman  
Mr. Ed Hogan, Treasurer  
Mrs. Madonna Flood, Secretary  
Mr. Jack Ragan  
Mr. Bob Hughes  
Mr. Mike Portman, arrived at 7:05  
Mr. Irvin Maze, Attorney for the District, arrived at 7:06  
Col. Richard Carlson, Chief of the District  
Mrs. Judy Johnson, Fire Department Secretary

Visitors: Mrs. Laura Lindsey  
Batt. Chief Cary Luker  
Mr. Bill Hollister

## I. ADMINISTRATION

The minutes of the June 6, 2002 meeting were presented for approval. Jack Ragan made the motion to accept the minutes as presented. Bob Hughes seconded. Board approved with no opposition.

*IT IS HEREBY RESOLVED that after proper motions the minutes of the June 6, 2002 meeting were duly approved and made a part of the permanent records of the Okolona Fire Protection District.*

The minutes of the June 24, 2002 special meeting were presented for approval. Jack Ragan made the motion to accept the minutes as presented. Bob Hughes seconded. Board approved with no opposition.

*IT IS HEREBY RESOLVED that after proper motions the minutes of the June 24, 2002 special 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 June, 2002 which is summarized as follows:

<b>Beginning Balance</b> as of June 1, 2002.....	\$772,927.64
<b>Deposits</b> as of June 30, 2002.....	\$ 19,172.95

<b>Withdrawals</b> as of June 30, 2002.....	\$161,212.33
<b>Balance</b> as of June 30, 2002.....	\$630,888.26

Jack Ragan made the motion to accept the treasurer's report as presented. Bob Hughes seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of June 2002 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

Mr. Mike Portman joined the meeting. Dorsey Powell welcomed him to the meeting and asked that he not vote on any issues until Attorney Maze arrived and gave him the oath of office.

**Audit 2001-2002**

Mr. Bill Hollister, who has been doing our audit the past few years, requested to address the board. He advised the board of changes that are coming regarding auditing and bookkeeping. He presented the board a proposal for doing the 2001-2002 audit for \$5,000. This is a 4% increase and is the first increase since 1998.

Irv Maze joined the meeting.

Ed Hogan made the motion to sign the formal engagement letter for auditing services for \$5000 with Mr. Bill Hollister. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions Mr. Bill Hollister was engaged to do the audit for the July 1, 2001-June 30, 2002 fiscal year at a cost of \$5,000.***

**Appointed Trustee Position**

Irv Maze advised the board that a person on the board sits on the board until a successor is qualified and sworn in. Since a successor has not been appointed to succeed Jack Ragan, Mr. Ragan will sit on the board until such time as he is removed or reappointed.

**Election Committee Report**

Ed Hogan read the election committee report which is attached to these minutes. The election was held on June 22, 2002 from 11:00 am to 2:00 PM. Each voter was required to fill out a form stating they owned property within the Okolona Fire Protection District. There were no objections or complaints made. Mr. Portman and Mr. Cissell were both present during the counting of the ballots along with the election committee. The final vote was Mike Portman 117

votes, Joe Cissell 67 votes. Ed Hogan made the motion to certify the election of Mr. Mike Portman. Madonna Flood seconded. Dorsey Powell advised the board that Joe Cissell had planned to attend the meeting tonight but due to his wife being taken to the hospital this afternoon he would be unable to attend. He asked Chairman Powell to advise the board that he, Joe Cissell, wanted to file an objection and ask that the election not be certified on 3 points. One he thinks the signing of the affidavits should have been done differently. He thinks they should have been checked off the property tax roles and initialed. There were 5 people allowed to vote past 2:00 PM and there was no notary on the premises. Chief Carlson advised the board that there were no tax print out available for vehicles, boats, and other personal property, only real estate, that could be checked. Chairman Powell called for a role call vote asking each trustee if they accepted or rejected the committee report. Bob Hughes accepted. Jack Ragan accepted. Madonna Flood accepted. Ed Hogan accepted. Motion carries. Irv Maze gave the oath of office to Mr. Mike Portman.

### **Election of Officers**

#### **Chairman**

Madonna Flood nominated Dorsey Powell for Chairman. Ed Hogan seconded. There were no other nominations. Motion approved with no opposition.

#### **Secretary**

Jack Ragan nominated Madonna Flood for Secretary. Bob Hughes seconded. There were no other nominations. Motion approved with no opposition.

#### **Treasurer**

Dorsey Powell nominated Ed Hogan for Treasurer. Bob Hughes seconded. There were no other nominations. Motion approved with no opposition.

### **III. OLD BUSINESS**

#### **A. Thermal Imaging Camera**

At the June meeting, it was reported to the board that the data cable for the Cairns Iris Thermal Imaging Camera needed replacement at a cost of \$5000. The chief was asked to look into a replacement unit, including the state contract price. Price quotes as follows:

State Price Contract:	Scott	\$ 8,995.00
Orr Safety:	Bullard T1	\$13,625.00
Orr Safety: Rebuilt	Bullard T1	\$11,875.00

Orr Safety:	Bullard T3	\$ 8,994.95
Cairn:	Viper	\$13,000.00

It is recommended that the board purchase the Bullard T1 from Orr Safety, using the \$6,000 credit that Orr has given the district due to their receiving property tax incentives from Fiscal Court which would have amounted to \$6,000 in fire taxes. Jack Ragan made the motion to purchase the Bullard T1 from Orr Safety using the \$6000 credit. Bob Hughes seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to purchase a Bullard T1 Thermal Imaging Camera from Orr Safety using the \$6000 credit.***

### **B. Arlington**

Last year the board approved sending a contingent of firefighters to Arlington, Virginia for the purposes of discussing their operations at the Pentagon on September 11, 2001. This trip was completed about two weeks ago and was a very informative trip. A report is being prepared for the board regarding this trip and should be complete by the September meeting.

### **C. Unit 8073**

Unit 8073's mechanical condition was brought to the boards attention a few months ago. It was decided then to surplus the slide in pump and tank unit and keep the pick-up truck. After discussion by the fire department officers, it is their recommendation that we declare the pick-up truck surplus. Ed Hogan made the motion to declare 8073 surplus and sell the unit after all OFD lettering and numbers have been removed. Jack Ragan seconded. Madonna Flood asked if this was going to be a unit that we will be asking to replace. Chief Carlson advised that we would not be replacing this unit. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to declare unit 8073 surplus and sell the unit.***

### **D. New Construction Report**

Ed Hogan advised the board that all but two items have been completed by the contractors. These should be taken care of soon. We have withheld a 5% retainer from their final draw.

#### **1. Electronic Door Openers**

A new main entrance door was created with the new construction at sta. 1. There are now 3 doors which may be used by the public when coming into the station to conduct business. For security purposes, it is recommended to the board that electronic locks, similar to that which is

on the original main entrance, be provided for the rear and new entrances. This system has a microphone/speaker and call button and release button. The telephone company has given us a proposal to install this for \$2,528.74. Ed Hogan made the motion to spend \$2,528.74 to have these installed on the front and back door. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to have security electronic door openers installed on the front and back door at sta. 1 at a cost of \$2,528.74.***

#### Exercise Room Carpet

It has been requested to have carpeting installed in the exercise room at station 1. We have price quotes as follows:

Bischoff	\$1,360
Attitude	\$ 630
Carpet Bagger	\$ 600
Classic Floor Covering	\$ 820
JB's Carpet	\$ 680
Shaw Carpet	\$1,300

Bischoff, which is located in our district, was selected for the other new carpet that was installed.

They were the lowest price on that but are the highest on this. The board decided to table this until next month to look further in to the price quotes and grades of carpet quoted.

#### **E. Old Sedan**

The old sedan that we approved sending to the auction received an offer of \$1400 which would give us about \$1350. Since this was less than we got on the other sedan board approval is requested. Ed Hogan made the motion to accept the offer. Bob Hughes seconded. Board approved with no opposition.

### **IV. NEW BUSINESS**

#### **A. Minitor Fire Pagers**

Three years ago the board decided to begin a three year replacement program on the minitor fire pagers. New pagers have a five year maintenance plan. This is the third year and we need to purchase 30 pagers to complete the phase-in. The following are price quotes:

RCS Communications	\$14,790
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Camp Safety	\$15,660
Concept Communications	\$15,405

RCS is the state price contract vendor and also the vendor from which the pagers were purchased in the past two years. Jack Ragan made the motion to purchase the pagers from RCS Communications. Bob Hughes seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to purchase 30 minitor pagers from RCS Communications at a cost of \$14,790.***

### **B. Personnel Matters**

Jason Tobbe was approved by the board to fill a station one lieutenant vacancy on a probationary basis. He has successfully completed that probationary period and it is recommended that the board approve Jason Tobbe as a permanent officer. Ed Hogan made the motion to approve Jason Tobbe as a permanent lieutenant. Bob Hughes seconded. Board approved with no opposition.

### **C. New Recruits**

We have a need for additional volunteer firefighters at both station. The following people have submitted applications.

Station One - Michael Murphy and Andrew Long (pending police record check)  
Station Two - Jeremy Schmidt & Adam Lucas (pending police record check)  
Aaron Ianke (pending police record check & officers interview)  
Chuck Bruner and Greg Virgin

Ed Hogan made the motion to approve the people requested or station 2. Station 1 names will be held to the executive session.

### **D. Equipment Purchase**

It is requested to purchase an interface device that will connect portable radios and the SCBA face mask. This device should help hear radio transmissions from firefighters who have on the SCBA masks. The cost is \$1,130 each. We would only purchase one at this time to try. Ed Hogan made the motion to purchase one device. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to purchase one interface device to connect portable radios and SCBA face masks at a cost of \$1,130.***

#### **D. Personnel Leaving Department**

Two issues arose when Bobby Hanners resigned from OFD. Both related to unused leave time. The handbook says that departing employees will be paid for all vacation and personal days that were earned but not taken. It does not mention holiday time. The board may wish to amend the handbook to include holiday time earned but not taken. The handbook also says that employees may carry over no more than 120 hours of vacation time from the previous year but does not address carrying over holiday time. The board felt that you should not be able to carry over holiday time. Attached are the suggested changes for the handbook. Jack Ragan made the motion to change the handbook to reflect the suggested changes as specified by the chief. Bob Hughes seconded. Board approved with no opposition.

Bobby Hanners had 120 back vacation time, 168 new vacation time and approximately 50 hours holiday time when he resigned. Bob Hughes made the motion to pay Bobby Hanners the time that he had due him. Ed Hogan seconded. Board approved with no opposition.

Ed Hogan made the motion to go into executive session at 7:45 PM. Jack Ragan seconded. Meeting went into executive session.

After returning to open session, the following motions were made.

#### **1. Probationary Firefighters - Sta. 1**

Madonna Flood made the motion to approve Michael Murphy and Andrew Long to become probationary firefighters. Bob Hughes second the motion. Board approved with no opposition

#### **2. Pension Litigation**

Last month the board directed the chief to contact the attorney representing him on the summary matter concerning the legality of a pension program. Ed Hogan made the motion for the Chief to go forward with this lawsuit with the district to cover the expense. Madonna Flood seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions for the district to pay the expenses for Chief Carlson's pension litigation.***

#### **3. Salary Increases**

Bob Hughes made the motion to give a \$3000 salary increase across the board to all career employees with the 24/48 career peoples increase reflecting the food per diem for a trial period

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of not less than 3 months. Jack Ragan seconded the motion. Board approved with no opposition..

***IT IS HEREBY RESOLVED after proper motions to give all career personnel a \$3000 annual pay raise.***

There being no further matters to come before the board of trustees, of the Okolona Fire Protection District, motion was made, seconded and approved to adjourn.

Respectfully submitted,

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Madonna Flood, Secretary

ATTESTED:

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Dorsey Powell, Chairman