

# 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 November 6, 2003, at 8501 Preston Highway, Louisville, Ky. 40219 with the following people present:

Mr. Dorsey Powell, Chairman  
Mr. Jack Ragan, Treasurer  
Mr. Kyle Brown, Secretary  
Mr. Mike Portman  
Mr. Grey Vincent  
Mr. Troy Kerr  
Mr. Irvin Maze, Attorney for the District  
Col. Richard Carlson, Chief of the District  
Mrs. Judy Johnson, Fire Department Secretary

Visitors: Mr. William Hollister, Auditor for the District  
Firefighter Dave Lindsey  
Asst. Chief Cary Luker

## I. ADMINISTRATION

Attorney Maze gave the oath of office to Firefighter Trustee Troy Kerr.

### Minutes

The minutes of the October 2, 2003 meeting were presented for approval. Jack Ragan made the motion to accept the minutes as presented. Mike Portman seconded. Board approved with no opposition.

*IT IS HEREBY RESOLVED that after proper motions the minutes of the October 2, 2003 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 October, 2003 which is summarized as follows:

<b>Beginning Balance</b> as of October 1, 2003.....	\$541,149.79
<b>Deposits</b> as of October 31, 2003.....	\$ 50,137.61
<b>Withdrawals</b> as of October 31, 2003.....	\$238,050.98
<b>Ending Balance</b> as of October 31, 2003.....	\$353,058.98

Kyle Brown made the motion to accept the treasurer's report as presented. Grey Vincent

seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of October, 2003 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **III. OLD BUSINESS**

#### **A. Audit**

Mr. William Hollister presented the board with the audit for the July 1, 2002 thru June 30, 2003 fiscal year. He advised the board of changes in the reporting methods that went into effect July 1, 2003 and will be reflected in the next audit. Jack Ragan made the motion to accept the audit as presented. Kyle Brown seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the audit for the 2002-2003 fiscal years was approved as presented and made a part of the permanent records of the Okolona Fire Protection District.***

#### **B. Awards Dinner**

The board approved spending an additional \$1.00 for the caterer to provide china plates and silverware. The caterer advised it would cost \$1.50.

Trustee Brown has requested approval to spend \$100 per firefighter for the safety awards. Kyle Brown made the motion to approved the \$1.50 for the china & silverware and \$100 per firefighter for safety awards. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved spending an additional \$1.50 per person for the awards dinner and \$100 per firefighter for the safety awards.***

#### **C. G. E. Funds**

Jack Ragan advised the board that he had met with Charlie Wimsatt, former Black Mudd chairman, and they discussed the funds that are received from G. E. Mr. Wimsatt felt that the expenses that were incurred from the suit with G. E. over the funds should be shared with Buechel and Highview and should be deducted from the amount that Black Mudd usually sent to them. The board agreed that this would be fair. The board advised Mr. Ragan to bring those figures to the December meeting for discussion.

## **IV. NEW BUSINESS**

### **A. Apparatus**

A fire apparatus committee has been appointed to review the fire apparatus situation in terms of what is needed, what is surplus and what should be replaced and when. The committee recommends the following to the board for their consideration.

1. Unit 8039 ( the old 6033) should be declared surplus and disposed of at this time.
2. Units 8053 (the old Black Mudd aerial)and 8034 (Okolona's oldest pumper, a 1981 model) be replaced with one unit, either a ladder truck or a tele-squirt owing to ISO requirements. The replacement process to begin as soon as possible with research, developing specifications and soliciting bids. It is estimated that delivery of the new unit, if all goes well, will happen in mid 2005.

Chief Carlson advised the board that several departments have organized and constructed a training center. They have asked us for several years to join in with them on this at a cost of approximately \$20,000 per year. It is possible that they may like to have a fire apparatus donated for their use and consider it as our contribution to this program.

Kyle Brown made the motion to declare 8039 surplus and let the chief handle disposing of the unit. Jack Ragan seconded. Board approved with no opposition.

Kyle Brown made the motion to allow the chief to follow the procedures to begin the process for a new apparatus. Troy Kerr seconded. Dorsey Powell asked the chief to get something in writing from ISO as to what type unit they recommend us to have. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to declare unit 8039 surplus and to start the process for a new apparatus.***

### **B. Personnel Matters**

#### **1. Part time clerical assistant**

Six applications were received and all applicants were interviewed by the chief and secretary. It is envisioned that the part time person become a full time secretary when Judy retires. With that in mind, the hiring recommendation is Rochelle Evans. As an alternate, Leslie Nalley. The salary is recommended to be \$8 per hour at the present. Jack Ragan made the motion to hire Rochelle Evans. Kyle Brown seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to hire Rochelle Evans to be the clerical assistant for the secretary at a salary of \$8 per hour.***

## **2. Career Firefighter Vacancy**

Chip Little has submitted his resignation which was effective November 4. John Self was the last remaining alternate on the last hiring list. He is interested in the position but can not begin work until December 1. Jack Ragan made the motion to hire John Self and to begin the process in house to get a hiring list. Kyle Brown seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to hire John Self to be a career firefighter.***

## **3. Probationary Volunteer Firefighters**

The following persons have successfully completed their probationary periods as volunteer firefighters and are recommended to the board for appointment as permanent volunteer firefighters: Andrew Long, Adam Lucas and Scott Cecil. Mike Portman made the motion to approve them as firefighters. Grey Vincent seconded. Board approved with no opposition.

## **C. Diesel Fuel Tank**

Station 3 has an above ground diesel tank, which has fewer requirements for leak protection, because any leaks that may occur would be noticed quickly. The cost of purchasing diesel in bulk is significantly cheaper than buying it at Speedway. Research has been done for the cost of purchasing an above ground tank for station one. We have a price quote of \$2,483.50 for a 550 gallon tank from Service Tanks, and an installation quote of \$3,995 from C. L. McBride. Based on consumption from Speedway it is estimated that this tank would pay for itself within two years time because of cost savings. We would like to consider a second tank for station two sometime next fiscal year. Mike Portman made the motion to purchase the tank. Grey Vincent seconded the motion. Mike Portman asked if there would have to be a containment plan. Chief Carlson advised that we will have one. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to have a 550 gallon diesel fuel above ground tank installed at station one at a cost of \$6,478.50.***

## **D. School Requests**

The training bureau has submitted the following school request. Jody Craig has asked to take 3 classes at U of L in pursuit of his degree in health and wellness. The cost of these classes will be \$1,295 plus books. Jody is currently carrying an A in the classes he is taking. Mike Portman

made the motion to pay the tuition & books. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions approval was given to pay tuition and book costs for Jody Craig to take three classes in the spring semester at a cost of \$1,295 plus books.***

#### **E. Building Repair Matters**

The HVAC contractor, FS Schardein, was called to service the heating equipment serving the station 3 dormitory area and the air conditioner. They discovered a cracked heating exchanger. The equipment is approximately 30 years old. They also suggest replacement of the furnace in the station 3 hose room. Total cost for all three units will be \$6,100. Kyle Brown made the motion to have the units replaced. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to have the two furnace units and one air conditioning unit replaced as station 3 at a cost of \$6,100.***

#### **F. Cellular Tower**

We have been approached by T-Mobile about co-locating on the cellular tower at station 3. They have submitted a proposal for doing so and have offered to pay \$12,000 per year. Cingular is already on this tower and pays \$9,600. The revenue from this proposal could be used for some of the station 3 maintenance costs mentioned above. The proposal is quite lengthy and the chief recommends that the board approve this proposal if legal counsel is satisfied with the language in the proposal. Kyle Brown made the motion to let T-Mobile locate on the tower if Attorney Maze approves. Troy Kerr seconded. Board approved with no opposition.

#### **G. Black Mudd Holding Company**

Attorney Maze advised that he would like to continue the Black Mudd Holding Company for one more year and leave the Black Mudd officers on it and put Kyle Brown, Sue Floyd and Jack Ragan on it. We will have it audited and if it is okay then we will do away with it at the end of the year. Jack Ragan made the motion to approved Mr. Mazes proposal. Mike Portman seconded. Board approved with no opposition.

There being no further matters to come before the board of trustees of the Okolona Fire Protection District motion was made by Grey Vincent, seconded by Jack Ragan to adjourn at 8:30 PM.

Respectfully submitted,

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Kyle Brown, Secretary

Attested:

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Dorsey Powell, Chairman