

## **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 July 6, 2006, at 8501 Preston Hwy., Louisville, Ky. 40219 with the following people present:

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

Visitors: Mr. William Hollister, CPA  
Firefighter John Bailey

### **I. ADMINISTRATION**

Attorney Maze gave the oath of trustee office to property owner elect Ed Hogan and Mayor appointee Mike Portman.

#### **Election of Officers**

Jack Ragan nominated Dorsey Powell to remain Chairman. Mike Portman seconded. Nominations ceased. Board approved with no opposition.

Jack Ragan nominated Kyle Brown to remain Secretary. Ed Hogan seconded. Nominations ceased. Board approved with no opposition.

Mike Portman nominated Jack Ragan to remain Treasurer. Ed Hogan seconded. Nominations ceased. Board approved with no opposition.

#### **Auditor**

Mr. William Hollister, CPA was in attendance to answer any questions the board may have regarding his audit proposal and the proposal to get the Edgewood information entered into our records. Chairman Powell thanked him for coming but there were no questions at this time.

#### **Minutes**

The minutes of the June 1, 2006 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 June 1, 2006 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, 2006 which is summarized as follows:

<b>Beginning Balance</b> as of June 1, 2006.....	\$322,500.97
<b>Deposits</b> as of June 30, 2006.....	\$668,209.10
<b>Withdrawals</b> as of June 30, 2006.....	\$617,018.92
<b>Ending Balance</b> as of June 30, 2006.....	\$373,691.15

Kyle Brown made the motion to accept the treasurer's report as presented. Troy Kerr seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of June 2006 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## **III. OLD BUSINESS**

### **A. Retention Incentive**

Board consideration on the second year Retention Incentive Program is requested. This year's budget has \$60,000 for this program. Jack Ragan made the motion to approve the Retention Incentive Program for this year. Troy Kerr seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions approval was given for the retention incentive program for this year.***

### **B. Sale of Surplus Trailer**

Last month the board declared the enclosed trailer surplus. It's original intention was for use as a rehabilitation and lighting unit. Now that we house one of the county's hazardous materials units we no longer need it. It was put out for bids. We have received 3 sealed bids.

Fire & Specialty Eqpt. Co. - \$1500  
Barbara Coffey - \$1,152  
Scott Adkins - \$351

Kyle Brown made the motion to sell the trailer to Fire & Specialty Eqpt. Co for \$1,500.  
Ed Hogan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved selling the trailer to Fire and Specialty Eqpt. Co. for \$1,500.***

### **C. Report from Hiring Committee**

Career Firefighters John Self and Keith Anderson have stated that they will retire August 1, 2006. July 31, 2006 will be their last day to work. The hiring committee has received applications and completed the interview process on June 27, 2006. The committee recommends Jenny Gerding and John Bailey for the full time positions. They are to serve a 1 year probationary period. John Self and Jesse Wright are recommended for the part time positions. In the event there is another opening for full time career firefighter, before December 31, 2006, Matt Rodgers will be offered the position. After January 1, 2007 new applications will be taken for any new openings. Jenny Gerding will have a start date of August 1, 2006. John Bailey will have a start date of August 2, 2006.

Kyle Brown made the motion to accept the hiring committee recommendation for Jenny Gerding & John Bailey to be hired as full-time career firefighters and have a 1 year probationary period and Jesse Wright and John Self to be hired for the part-time positions with Jesse Wright serving a one year probationary period. Dorsey Powell seconded the motion. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to hire Jenny Gerding and John Bailey as career full-time firefighters and Jesse Wright and John Self as part time firefighters. All to serve a one year probation period except John Self.***

## **IV. NEW BUSINESS**

### **A. Personnel Matters**

1. Board approval is requested for the following persons to begin recruit training as volunteer firefighters:

Doug Schmidt	Station 3
Mike Reed	Station 2
Chris Bluele	Station 1

2. John Vickers has completed his two years as a battalion chief. The chief favorably recommends his promotion to Assistant Chief effective this date.

Jack Ragan made the motion to approve the new recruits and approve John Vickers promotion to Assistant Chief. Mike Portman seconded. Board approved with no opposition.

### **B. Financial Audit**

CPA William Hollister has submitted a proposal to audit the financial records for the fiscal year July 1, 2005 through June 30, 2006. His proposal is for \$7,800.

In addition to the annual audit, Mr. Hollister has submitted a separate proposal to complete the financial record component of the Edgewood and Okolona merger, just as he did when the Black Mudd merger occurred. His proposal for this work is \$3,250.

Jack Ragan made the motion to accept Mr. Hollister's proposals for the auditing work. Ed Hogan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions Mr. William Hollister was retained to perform the audit and the merger audit at a cost of \$11,050.00***

### **C. Training and Education Requests**

1. Mike Allendorf and Robin Hicks have requested to attend a Fire/Arson seminar hosted by the Tennessee chapter of the International Association of Arson Investigators. The total cost is \$1,400.

2. Roy Kline has requested to enroll in a Building Construction class, at Columbia Southern University's Fire Science program. The tuition cost is \$525.

3. Jody Craig has requested to enroll in two classes at the University of Louisville. The classes are Biomechanics Advanced and Public Health Principals and Practices. The tuition cost is \$1,578.

Total for the above requests is \$3,503.

Jack Ragan made the motion to approve the educations requests. Mike Portman seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motion the above listed training requests were approved at a cost of \$3,503.***

#### **D. Grant Requests**

Among the many items requested in the federal fire grant was the purchase of hazardous materials reference library items. We have received three quotes, copies of which are attached. The cost from the desired vendor is \$3,637.15. Okolona's share would be \$363.72. Mike Portman made the motion to approve the purchase. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions approval to spend \$363.72 for hazardous materials reference library items was given.***

#### **E. Station 3 Painting**

Station 3 was in desperate need of re-painting. We have painted the block on three of the four sides. It is felt that electrostatic painting of the metal work would yield the most long term solution. Was have obtained price quotes. The best price quote is from Bowles, with a cost of \$5,700 with the department supplying the paint and lift. Ed Hogan made the motion to have Bowles do the painting. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to have Bowles do the electrostatic painting at station 3 for a cost of \$5,700.***

#### **F. Service Vehicle Replacement**

Board approval is requested to declare three service vehicles surplus and offer them for sale and purchase two replacements for a net reduction of one vehicle. The budget included funding for the replacement of two service vehicles and the amount is \$48,000. Price quotes have been obtained and the amount is \$4,151.90. The units we are wishing to surplus are a 1996 Jeep, a 1997 Expedition and a 2001 Crown Vic. Chief suggests putting them out for a minimum bid at 80% of their blue book value. If we are unsuccessful, then we can send them to the auction. Mike Portman made the motion to declare the units surplus and offer them for sale by sealed bid. Jack Ragan seconded. Kyle Brown abstained. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motions to declare 3 service vehicles surplus and to purchase to new vehicles at a cost of \$44,151.90.***

#### **G. Legal Issues**

Attorney Maze advises that we no longer need the holding company. He has prepared an Article of Dissolution and a Quit Claim Deed to transfer any assets into the districts

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name. Ed Hogan made the motion to adopt the resolution. Jack Ragan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved dissolving the holding company.***

There being no further matters to come before the board of trustees, of the Okolona Fire Protection District, Mike Portman made the motion to adjourn. Ed Hogan seconded. Board approved. Meeting adjourned at 7:30 PM.

Respectfully submitted,

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Kyle Brown, Secretary

Attested:

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Dorsey Powell, Chairman