

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 December 6, 2007 with the following individuals present:

Mr. Dorsey Powell, Chairman
Mr. Ed Hogan
Mr. Jack Ragan, Treasurer
Mr. Troy Kerr, Secretary
Mr. Cary Luker
Mr. Mike Portman
Mr. Jason McGregor, Attorney for the District
Mrs. Rochelle Evans, Fire Department Secretary
Col. Richard Carlson, Chief of the District

Visitors:

Crissy McKamie, Paychex representative
A/C Kyle Brown
A/C Chris Gosnell and spouse Lisa
Sgt. K. Durbin
FF Brad Nalley
FF R. Barrett
FF B Gritton
FF C. Taylor

I. ADMINISTRATION

The minutes of the November 1, 2007 meeting were presented for approval. Jack Ragan made the motion to accept the minutes as presented. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the minutes of the November 1, 2007 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 November 2007 which is summarized as follows:

Beginning Balance: as of Nov. 1, 2007.....	\$ 224,507.45
Deposits as of Nov. 1, 2007.....	\$ 311,789.40
Withdrawals as of Nov. 1, 2007.....	\$ 486,924.53
Ending Balance as of Nov. 31, 2007.....	\$ 49,372.32

Cary Luker made the motion to accept the treasurer's report as presented. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of November 2007 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

III. OLD BUSINESS

A. Volunteer Applicants

The Chief made an error when last month's agenda was created. The correct recommendation should have been that Lopez could re-apply after one year and Morrow could not. Ed Hogan made the motion to readjust this recommendation to read as Applicant Lopez could reapply after one year and Applicant Carla Morrow has no opportunity for reapplying for any position with the Okolona Fire Department. Cary Luker seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved the readjustment to reflect the correct recommendation from the chief, being said, Jeffrey Lopez is denied membership at this time but may reapply after one year; Carla Morrow is denied membership and may not be reconsidered or have the option to reapply. This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

B. Part Time Administrative Assistant

The chief made a recommendation to the board to hire Judy Johnson for the Part time administrative Assistant, her employment is to begin January 1, 2008, and to be paid \$9.75 per hour and working not more than 100 hours per month. Ed Hogan made the motion to hire Mrs. Johnson as a part time administrative assistant, employment date beginning January 1, 2008, hourly rate of \$9.75 per hour and working less than 100 hours per month. Jack Ragan seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved the hiring of Mrs. Judy Johnson as a part time administrative assistant, employment date beginning January 1, 2008, hourly rate of \$9.75 per hour and working less than 100 hours per month. This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

C. Financial

Jack Ragan made the announcement that we will be fine and will not have to borrow any money prior to the receipt of our 1st installment.

IV. New Business

A. Flexible spending account

Due to a recent suggestion of adding a flexible spending account benefit from an employee to the chief, Chief Carlson and Rochelle Evans has been in discussions with our payroll company, Paychex. Crissy McKamie, flexible spending account representative with Paychex presented a presentation and led a lengthy discussion about the benefits of giving our employees the option to participate in this kind of account to those present at this evenings meeting. The fee for this account administration is 100.00 per month, plus \$2.25 per participating employee. After the presentation and discussion Ed Hogan made the motion to accept the recommendation from the chief to give the option to our employees of having the option of participation in a Flexible spending account; they may place a maximum of \$1000.00 in this account; there is to be an addition in regards to this Flexible spending account option/participation placed in the Employee Handbook stating there is a one year employment status prior to an employee participating in the Flexible spending account. Cary Luker seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved the recommendation from the chief to give the option to our employees of having the option of participation in a Flexible spending account; they may place a maximum of \$1000.00 in this account; there is to be an addition in regards to this Flexible spending account option/participation placed in the Employee Handbook stating there is a one year employment status prior to an employee participating in the Flexible spending account This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

B. Knights of Columbus Property

The chief received a visit from representatives of the Knights of Columbus recently stating their property on Trio Ave was going to be put up for sale soon and wanted to give the option to the fire department to purchase this property if so interested. The chief stated he cannot see any interest in this property but would present the option to the board. The board decided to defer this decision until the January 2008 so that they could find out what the asking price is.

C. Firefighter Bunker Gear

Due to the normal price increases, the cost for a set of firefighter's bunker gear (fire coat and fire pants,) is about \$1,200.00, which is above the chief's \$1,000.00 spending authority. The Chief asks that the board consider raising the discretionary spending authority for the chief. Cary Luker made the motion to raise the discretionary spending authority for the chief to \$2000.00. Ed Hogan seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved motion to raise the discretionary spending authority for the chief to \$2000.00. This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

D. Cell Tower at Station 3

There is a cellular telephone tower at station three. Currently two cell phone providers lease space on the tower. The district budgets an income of \$21,600.00 from these providers. The chief received a call from a company that purchases cell site leases. They proposed purchasing these cell site leases. The chief recommended against their proposal, however wanted to present this to the board. Mike Portman made the motion to decline the selling of these two cell tower leases. Jack Ragan seconded. The board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved to decline the selling of the cell phone tower leases. This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

E. Surplus Equipment

The personal equipment officer, Keith Durbin, has informed the chief we have some forty four (44) PASS alarms that are surplus to the districts' needs. These devices are motion detectors purchased many years ago to be worn on

firefighter's protective coats. If the firefighter is motionless, than an alarm sounds to help rescuing firefighter locate a firefighter in trouble. The Self Contained Breathing Apparatus we now use has the motionless firefighter feature built-in, making these other devices unnecessary. It is thought that another smaller department may be in a position to put these devices to better use. Ed Hogan made the motion to donate these forty four (44) surplus Pass alarms. Mike Portman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved to donate these forty four (44) surplus Pass alarms to a smaller fire department. This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

F. Steam Cleaner/Pressure Washer at Station 3

This equipment at station 3 is worn out. This machine is regularly used to keep apparatus clean as well as to wash fire hose after being in a fire, along with cleaning other equipment. We have obtained two quotes, (unsuccessful in obtaining a third one) they are:

Derby Services HX3504E2 \$4,966.50 no trade in
Mid-South HHS-3004-1E2G \$4,970.00 with trade in \$3,970.00

There is \$7,300.00 in the New Equipment Portable and Support Account. After a discussion Mike Portman made the motion to revisit this possible purchase in a couple of months to see if there were many opportunities that were present to use this machinery. Ed Hogan seconded. The board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board approved to revisit this possible purchase in a couple of months to see if there were many opportunities that were present to use this machinery. This was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

The board adjourned into executive session to discuss a personnel matter at 7:20 PM.

There being no further matters to come before the board of trustees, of the Okolona Fire Protection District, motion to adjourn was made by Mike Portman and seconded by Troy Kerr at 7:40 PM.

Respectfully submitted,

Troy Kerr, Secretary

Attested:

Ed Hogan, Acting Chairman