

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 Thursday, November 4, 2009, at 8501 Preston Hwy., Louisville, Ky. 40219 with the following people present:

Mr. Ed Hogan, Acting Chairman
Mr. Cary Luker, Secretary
Mr. Kyle Brown, Acting Treasurer
Mr. Michael Portman
Mr. Lonnie Thurman
Mr. Jason McGregor, Attorney for the District
Chief Richard Carlson
Mrs. Rochelle Evans, Fire Department Secretary

Visitor: Deputy Chief Chris Gosnell
Captain Bill Schmidt
Mark Little
John Bailey
Jody Craig
Scott Evans
Bob Keene and Becky Morris
(Personal Trainers)
William Hollister, CPA for the District

I. ADMINISTRATION

The minutes of the October 1, 2009 meeting were presented for approval. Cary Luker made the motion to accept the minutes as presented with the above correction. Mike Portman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED after proper motion to accept the minutes of the October 1, 2009 meeting and make it a part of the permanent records of the Okolona Fire Protection District.

II. FINANCE AND ACCOUNTING

Due to the illness of our treasurer Jack Ragan, a new treasurer was elected. Kyle Brown accepted the responsibility of Treasurer. Lonnie Thurman made the motion to elect Kyle Brown. Mike Portman seconded.

IT IS HEREBY RESOLVED that after proper motions the Kyle Brown was made treasurer for the Okolona Fire Department Board of Trustees and was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

The treasurer submitted his report for the month of October 2009 which is summarized as follows:

Beginning Balance as of October 1, 2009.....	\$ 1,204,069.35
Deposits as of October 31, 2009	\$ 34,603.10
Withdrawals as October 31, 2009	\$ 411,716.65
Ending Balance as of October 31, 2009	\$ 826,955.80

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

IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of October 2009 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

III. Auditors Report

William Hollister, auditor for the district, presented the complete audit report to the board. Kyle Brown made the motion to accept the presented budget report. Lonnie Thurman seconded.

IT IS HEREBY RESOLVED that after proper motions the Budget Report presented by William Hollister was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

IV. OLD BUSINESS

1. EMS Response

The EMS responses were presented for informational purposes to the district. They were reviewed.

2. Sign- Councilwoman Madonna Flood

A budget amendment is needed regarding the upcoming sign for station one. The board decided to direct Chief Carlson with the ability to make this amendment. Mike Portman

made the motion to allow the Chief to amend the budget relating to the sign. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the board is allowing the Chief to make a budget amendment for the sign and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

3. Flexible Medical Spending Account Program

Open enrollment has begun for the Flexible Spending Account Program. Chief Carlson recommended to the board to retain the \$2500.00 limit. Cary Luker made the motion to allow the \$2500.00 limit to remain the same for the 2010-2011 calendar year. Mike Portman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the \$2500.00 limit is to remain in effect for the 2010-2011 calendar year and was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

4. Day to Day spending

Ed Hogan asked the Chief if we are being conservative in our day to day spending. Chief advised yes.

5. Reserve Fund Balance

Kyle Brown made the motion to remove the restrictions of the \$100,000.00 to a contingency fund. Cary Luker seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the \$100000.00 restrictions are to be released and moved into the Reserve fund Balance and it was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

V. New Business

1. Physical Fitness Policy

Kentuckiana Personal Fitness representatives Bob Keen and Becky Morris discussed the options for their services, which are attached to the minutes. The cost of services is 125.00 for each seminar, which last 1 hour and 40 minute workout sessions are \$65.00 per hour. Cary Luker made the motion to approve the services offered by Kentuckiana Personal Fitness. Mike Portman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the services offered by Kentuckiana Personal Fitness was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

2. Citizen complaint

Mike Portman reported that a citizen contacted him and stated there was an approved burn being done by their house and couldn't understand why this person was approved and they were not. EPA was contacted by Mike Portman and no response has been given yet. Chief Carlson will look into this and report back to Trustee Portman.

3. Re-Financing of Note

The loan covering building renovations and apparatus' will become due in March of 2010. The board appointed Kyle Brown, Cary Luker and Ed Hogan to research this note and to see what options there are, and if there are any opportunities to save costs.

4. New Volunteer Members

The following individuals are requested for approval as probationary firefighters to begin their initial training:

Andrew King
Will LeCompte
Crystal Anderson
Mark Thorn
Bethany Bailey

Mike Portman made the motion to approve Andrew King, Will LeCompte, Crystal Anderson, Mark Thorn and Bethany Bailey as probationary firefighters and they are to begin their initial training. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions Andrew King, Will LeCompte, Crystal Anderson, Mark Thorn and Bethany Bailey as probationary firefighters and they are to begin their initial training and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

5. Volunteer Member completing Probation

Scott Underwood has completed his probation and is recommended to the board for appointment as a regular volunteer firefighter. Cary Luker made the motion to accept Firefighter Underwood as a regular volunteer firefighter. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions Scott Underwood is appointed as a regular volunteer firefighter and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

6. Annual Awards Dinner

- A. The annual Awards dinner will be December 19th, 2009 at 6pm. The catering price quotes were presented for approval and are as follows:

Kingsley Catering: \$13.00 per person

Halls Catering: \$\$16.00 per person

Kyle Brown made the motion to allow Kingsley Catering to provide our Holiday meal at \$13.00 per person. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions Kingsley Catering will provide our holiday meal for the Awards Dinner at \$13.00 per person and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

B. Safety Award Amount

There is \$19,000 in the budget for the Awards and recognition account. An amount of 100.00 per person was approved for the safety award. Cary Luker made the motion. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions the safety award amount per person is set at \$100.00 and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

VI. Executive Session

Mike Portman made the motion to enter into executive session at 8:16 p.m. Lonnie Thurman seconded. Board approved with no opposition.

Lonnie Thurman made the motion to return from Executive Session at 8:21 p.m. Cary Luker seconded. Board approved with no opposition.

The following decisions were made during executive session:

1. Probation Completion Career Firefighter Thomas McKenna

Due to discussion in Executive Session, Cary Luker made the motion to extend his probation for six (6) months and his salary increase is withheld accordingly. Mike Portman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions Firefighter Phillip McKenna will have his probation extended for six (6) months and his salary increase is withheld accordingly and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

2. Sick Leave: Rochelle Evans

Rochelle Evans addressed the board in regards to her recent medical leave and requested to have her recent use of sick leave to be reconverted from vacation back to sick leave. Cary Luker made the motion to convert Rochelle Evans' recent use of sick leave from Vacation leave to sick leave. All time used will be supplied by her sick leave. Lonnie Thurman seconded. Board approved with no opposition.

IT IS HEREBY RESOLVED that after proper motions to convert Rochelle Evans recent use of sick leave from Vacation leave to sick leave. All time used will be supplied by her sick leave and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.

VII. Adjournment

There being no further matters for discussion, Lonnie Thurman made the motion to adjourn. Mike Portman seconded. Board approved with no opposition. The November 2009 Board of Trustee meeting adjourned at 8:28 pm.

Respectfully submitted,

Cary Luker, Secretary

Attested to:

Dorsey Powell, Chairman