

**BURLINGTON FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
Monday, December 12, 2016**

Members present: Chairman Conrad, Joe Walter, Bob Parsons, Yvonne Manning, Keith McMain, Todd Gross and Jason Bowling.

Also present were: Chief Barlow and Attorney Mike McKinney.

Chairman Conrad asked the board members to excuse Bob Parsons from the November 2016 board meeting. Keith McMain made a motion to excuse Bob Parsons from the November 2016 board meeting. Motion was seconded by Jason Bowling. Motion passed unanimously.

Chairman Conrad called the meeting to order at 5:00 p.m.

Audience of Citizens:

No comments

Chief's Report:

Reviewed the monthly run statistics

Discussed radio system updates

Advised the board members that we just had (7) fire recruits graduate along with (6) students that graduated from Paramedic school.

RFP has been put together and released for a new IT vendor. RFP's need to be in by January 3rd 2017, we will discuss during the January 2017 board meeting.

Chief Barlow conducted the swear-in ceremony for Collin Taylor and presented him with his badge

Chief Barlow advised the board members that the Sergeants were selected and that the board needs to vote to confirm selection. Joe Walter made a motion to appoint Jason Bowling, Eric Campbell and Andy Kuchar as the new Sergeants for term of December 11, 2016 – February 9, 2019. Motion passed unanimously. Jason Bowling abstained.

Chief Barlow conducted the swear-in ceremony for Jason Bowling, Eric Campbell and Andy Kuchar.

Chairmans Report

Shop with a firefighter will be on December 17th. If you would like to join please be at the firehouse for 9:00am

Committee Reports:

Nothing to report

Consent Agenda

Jason Bowling made a motion to accept the Consent Agenda. Motion was seconded by Bob Parsons. Motion passed unanimously.

Old Business

FY 16-17 budget amendment to fund part-time: Part-time PRN program was approved by the board during the May 9th, 2016 meeting based upon the anticipated FY 15-16 savings of approximately \$64,000. Chief Barlow has asked the board members to approve the budget amendment for line 7102-Part Time salaries. The total increase to line item 7102 will be \$68,456. Jason Bowling made a motion to accept the budget amendment of line item 7102-Part Time salaries to \$68,456. Motion was seconded by Yvonne Manning. Motion passed unanimously.

New Business:

Award purchase of Electronic Sign: AFG grant was awarded July 31, 2015 to the district for an Electronic Messaging Center. The sign was expected to exceed the \$20,000 threshold; advertisement of the RFP was distributed. The bids were due back no later than November 30, 2016 at 11:00AM. One bid was received from Quality Sign that met the RFP requirements. Yvonne Manning made a motion to accept the bid from Quality Signs and to adjust the grant line items on the budget accordingly, totaling \$37,830. Motion was seconded by Todd Gross. Motion passed unanimously.

Award Purchase Order for paging equipment: Paging equipment funded 100% by the KOHS (Kentucky of Homeland Security) Grant. The amount awarded was \$15,100. The amount of the equipment and accessories is \$15,221.57. The difference of \$121.57 will be placed into the Radio/Communication line item in the budget. Jason Bowling made a motion to accept the purchase order for the paging equipment awarded with the KOHS grant. Motion was seconded by Bob Parsons. Motion passed unanimously.

Authorize transfer of funds for internet speed upgrade: Chief Barlow asked the board members to authorize transfer 45% if under-budget savings from July-November 2016 of the vehicle fuel budget line to the internet budget line. This will allow us to perform an upgrade to our internet speed/capacity. Keith McMMain made a motion to accept the increase in internet up to \$180.00 per month and not to exceed. Motion was seconded by Jason Bowling. Motion passed unanimously.

Executive Session:

At 5:32p.m. Jason Bowling moved to enter into Executive Session. Yvonne Manning seconded the motion. Motion passed unanimously

At 5:43 p.m. Jason Bowling moved to leave Executive Session. Yvonne Manning seconded the motion. Motion passed unanimously.

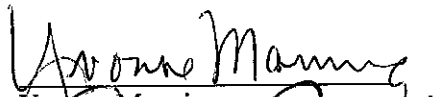
At 5:45 p.m. Jason Bowling moved to adjourn. Todd Gross seconded the motion. Motion passed unanimously.

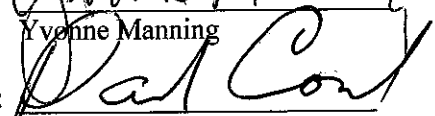
Personnel:

Keith McMMain made a motion to accept the following individuals as scholarship students pending their background checks for the Spring 2017 semester. The individuals include: Benjamin Bradford, Jacob Shafer and Tristan Crouch. Motion was seconded by Joe Walter. Motion passed unanimously.

Bob Parsons made a motion to accept the movement of Melissa Wilson, Joe Marlow and Lindsay Ross from volunteer to a scholarship recipient.

Bob Parsons made a motion to approve Matt Creed as a volunteer. Motion was seconded by Yvonne Manning. Motion passed unanimously.

Secretary: 
Yvonne Manning

Chairman: 
David Conrad