

**BURLINGTON FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
Monday, March 14, 2016**

Members present: David Conrad, Joe Walter, Yvonne Manning, Keith McMMain, Bob Parsons, Andy Kuchar and Jason Bowling.

Also present were: Chief Barlow and Attorney Mike McKinney.

Jason Bowling made a motion to excuse Andy Kuchar from the February 8, 2016 District Board Meeting. Motion was seconded by Bob Parsons. Motion passed unanimously.

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

Audience of Citizens:

No Comment

Chief's Report:

Chief Barlow went over monthly run statistics

Chief Barlow advised the board members that the Experience Mod rating for workers compensation was received. It was up slightly to a 1.1%.

Chairmans Report

Chairman Conrad advised that Bob Parsons and Joe Walter will not be at the next board meeting. If anyone else will not be in attendance please let someone know.

Committee Reports:

Nothing to report

Consent Agenda

Chief Barlow advised that a reimbursement of \$85.67 payable to Rob Butcher needed to be added to the Consent Agenda. This was for the purchase flags to be placed on the trucks. Yvonne Manning made a motion to add the reimbursement to Rob Butcher in the amount of \$85.67 to the Consent Agenda. The motion was seconded by Joe Walter. Motion passed unanimously.

Joe Walter made a motion to accept the Consent Agenda. Motion was seconded by Bob Parsons. Motion passed.

Old Business

New Business:

St. Elizabeth EAP Services: Chief Barlow advised the board members that he would like the district to enter an agreement with St. Elizabeth Medical Center to utilize their EAP services. A meeting took place between St. Elizabeth Medical Center and Assistant Chief Butcher and Chief Barlow. A copy of the contract was given to Mike McKinney for review. Attorney Mike McKinney has made a minor change; Section 8, Choice of Law and Venue. The change was to the place of venue; changed from Kenton County to Boone County. Keith McMMain made a motion to accept the contract with St. Elizabeth Medical Center and their EAP Services to include the change requested by Attorney Mike McKinney, change of venue from Kenton County to Boone County. Motion was seconded by Yvonne Manning. Motion passed unanimously.

Adoption of Policy #35: Due to a recent audit of the grants received from FEMA, they have requested we have certain policies in place for compliance. Policy #35 was designed for Disbursement of District Funds. The policies were in the board packet for the district board members to review. Jason Bowling made a motion to accept Policy #35; Disbursement of District Funds. Motion was seconded by Joe Walter. Motion passed unanimously.

Adoption of Policy #7: Due to a recent audit of the grants received from FEMA, they have requested we have certain polices in place for compliance. Policy #7 was designed as the Procurement Policy. The policies were in the board packet for the district board members to review. Keith McMMain made a motion to accept Policy #7, Procurement Policy. Motion was seconded by Joe Walter. Motion passed unanimously. Jason Bowling made a motion after executive session made a motion to rescind original motion to accept Policy #7 and to add a revision to Section E. Motion was seconded by Bob Parsons. Motion passed unanimously. Yvonne made the motion to accept Policy #7 to include revision to Section E. A revision is to be made to add Item H under Section E stating; for good cause shown. Motion was seconded by Jason Bowling. Motion passed unanimously.

Executive Session:

At 5:13p.m. Bob Parsons moved to enter into Executive Session. Jason Bowling seconded the motion. Motion passed unanimously.

At 5:47 p.m. Jason Bowling moved to leave Executive Session. Yvonne Manning seconded the motion. Motion passed unanimously.

At 5:51p.m. Keith McMMain moved to adjourn. Andy Kuchar seconded the motion. Motion passed unanimously.

Bob Parsons made a motion to add the Real Estate issues to new business. Motion was seconded by Joe Walter. Motion passed unanimously.

Bob Parsons made a motion to add the Right of Way to new business. Motion was seconded by Keith McMMain. Motion passed unanimously.

Real Estate Issues: Joe Walter made a motion to not accept offer of interest on the property next door. Motion was seconded by Andy Kuchar.

Keith McMMain made a motion to remove the real estate next door from any listings and market. Motion was seconded by Andy Kuchar. Motion passed unanimously.

Right Of Way: Yvonne Manning made a motion to pass a resolution to do all things necessary to execute the right of way transfer to allow Chief Barlow to address any issues. Motion was seconded by Jason Bowling. Motion passed unanimously.

Personnel:

Joe Walter made a motion to accept the following as volunteers: Eric Frazier, Morgan Cook and Trevor Woodcock. Motion was seconded Bob Parsons. Motion passed unanimously.

Keith McMMain made a motion to accept the following as Junior Firefighters: Greg Hempfling and Ryle Bridley. Motion was seconded by Bob Parsons. Motion passed unanimously.

Secretary: 
Yvonne Manning

Chairman: 
David Conrad