

**BURLINGTON FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
Monday, October 10, 2016**

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

Also present were: Chief Barlow and Attorney Mike McKinney.

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

Chairman Conrad asked for an excused/unexcused vote for Joe Walter being absent during the September 2016 district board meeting. Jason Bowling made a motion to excuse Joe Walter from the September 2016 meeting. Motion was seconded by Yvonne Manning. Motion passed unanimously.

**Audience of Citizens:**

No comments

**Chief's Report:**

Reviewed the monthly run statistics

Chief Barlow provided an update on the radio study within Boone County. Advised the board members that the individual departments will need to purchase the radios for their department.

Chief Barlow discussed with the board members the joint opportunity that the district has with Crescent Spring Fire/EMS for the Northern Kentucky Regional Radio Grant. Crescent Springs will host the grant for the radios and equipment utilizing the Department of Homeland Security Fire Act Grant.

**Chairmans Report**

Nothing to report

**Committee Reports:**

Nothing to report

**Consent Agenda**

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

**Old Business**

**Achievement Award-Discretionary Benefit Time:** Chief Barlow asked the Board members to discuss authorizing himself, the Chief, to be able to issue Achievement Awards with discretionary benefit time to employees that have gone above and beyond their normal job duties. The discretionary benefit time could be used in any increments from 2-24 hours based off of the decision of the Chief. Vice Chairman Joe Walter asked Chief Barlow to table for the next month to allow the board members time to review and to see what financial impact this will have on the current approved budget. Discussion to continue during the November board meeting.

**Policy #14: Membership and Employment Policy:** Jason Bowling made a motion to make some minor changes to be done with the Policy # 14 to include; Under Volunteering paragraph change number 3) to Volunteer Firefighter – EMT/Medic and to add a number 6) Junior Firefighter. Motion seconded by Todd Gross. Motion passed unanimously. Keith McMain made a motion to accept Policy #14 once the changes above have been made. Motion was seconded by Todd Gross. Motion passed unanimously

**New Business:**

**KY O.H.S Grand Award:** Jason Bowling made a motion to allow Chairman Conrad to sign the necessary documents to accept the KY O.H.S. Grant Award for the purchase of personal pagers and related equipment. The awarded amount is \$15,100.00. Jason Bowling made a motion to allow Chairman Conrad to sign all necessary documents for the KY O.H.S. Grant Award. Motion was seconded by Bob Parsons. Motion passed unanimously.

**Annual Air Compressor Renewal:** Jason Bowling made a motion to accept and approve the ProAir NFPA Compliant Air Compressor Service Agreement. Motion was seconded by Yvonne Manning. Motion passed unanimously.

Yvonne Manning made a motion to add Fire Act Grant and necessary documentation needed for the joint opportunity with Crescent Springs Fire/EMS for the Northern Kentucky Regional Radio Grant. Motion was seconded Bob Parsons. Motion passed unanimously.

**Northern Kentucky Regional Radio Grant:** A letter of understanding needs to be written between the Burlington Fire Protection District and Crescent Springs Fire & EMS for the Northern Kentucky Regional Radio Grant. Keith McMains made a motion to authorize a letter of understanding be written and signed between the Burlington Fire Protection District and Crescent Springs Fire & EMS. Motion was seconded by Bob Parsons. Motion passed unanimously.

**Executive Session:**

At 5:34p.m. Yvonne Manning moved to enter into Executive Session. Bob Parsons seconded the motion. Motion passed unanimously

At 5:46 p.m. Bob Parsons moved to leave Executive Session. Yvonne Manning seconded the motion. Motion passed unanimously.

At 5:47 p.m. Bob Parsons moved to adjourn. Joe Walter seconded the motion. Motion passed unanimously.

**Personnel:**

Nothing discussed. No motions needed

Secretary: \_\_\_\_\_  
Yvonne Manning

Chairman: \_\_\_\_\_  
David Conrad