



Leavenworth County Fire District #1

111 East Kansas Street, Lansing, KS 66043

Regular Meeting of the Board of Trustees Minutes
November 16th, 2021

Call to Order:

Attendance: Board Members Rob Gaslin, Andi Pawlowski, Dave Nester, Dan Butler, and Greg Fontenot.

Chairman Gaslin asked for approval of November 16th consent calendar. Chairman Gaslin advised there were two items in the consent calendar which consisted of October 19th Special Meeting and November 2nd Regular Meeting. Chairman Gaslin asked for discussion on both and there was none. Andi Pawlowski made a motion to approve the Consent Calendar and Dave Nester second the motion. Motion passed 5-0.

New Business:

Chairman Gaslin opened the floor for comments from the audience. Chairman Gaslin recognized there were none and closed the floor for hearing of the audience.

Reports:

Treasure's Report: David Nester provided the treasurers report that reflected up to the end of October. Dave indicated that we have received most of our income and are approximately 10% under budget. Dave advised payroll is 6.67% below budget and non-Salary is 17.4% below budget. Dave advised that there is one more CD to be moved in January 2022.

Dave advised that the Kansas Municipal Investment Pool (KMIP) account is established, and funds have been transferred to the two established accounts. The first account is the Equipment Reserve which has \$50,808.41 and invested for 550 days. The second account is the Fire Protection Reserve which has \$445,496.84 and invested for 730 days. Dave explained the process of KMIP and that it is being managed and safe. There was some general conversation between board members about the KMIP accounts.

Fire Chief's Report: Chief Stackhouse provided a performance report for the month of October.

Dave Nester questioned EMS assists and how we manage to get on scene much quicker than EMS. Chief Stackhouse explained that the EMS system is taxed by the call volume and large area they cover. Chairman Gaslin asked about an animal rescue performed and the details were discussed.

Chief Stackhouse gave an overview of the recently attended Kansas Association of Fire Chiefs conference. Chief Stackhouse also stated that he provided a presentation to the Kiwanis Club members since the last meeting.

Chief Stackhouse stated that the Haz-Mat Awareness/Operations class has ended and the Firefighter II class has begun and is scheduled to be finished on December 18th. Members asked about D1 attendance, and it was stated that there are 10 students starting the FFII class and 5 of those are District 1 members.

Items for Discussion:

Chief Stackhouse discussed the need to replace the fire alarm system at Station 1. The alarm was inspected and went into trouble during the inspection. The trouble "failure to charge" put the system in a deficiency mode. The only alternative is to replace the outdated fire alarm panel. In addition to the fire alarm panel the smoke and heat detectors are out of manufacturers date and need replaced. Chief Stackhouse explained the reason for only two bids and the process taken. Chairman Gaslin asked for a motion with discussion after the motion to approve purchase of the new fire alarm system. Greg Fontenot asked for discussion about the 90-day warranty and expressed concerns for the short warranty time. Chief Stackhouse explained that it was probably an industry standard but would ask the

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vendor. Andi Pawlowski made a motion to allow Chief Stackhouse to purchase a new fire alarm system for the sum of \$5475.00. Dan Butler second the motion. Chairman Gaslin recognized the motion and asked for discussion. Chairman Gaslin stated he would lead in discussion. He said he had been intensely interested on what we could do to provide added protection for the new captains sleeping quarters and this covers that base. Chairman Gaslin asked Chief Stackhouse if there was any type of alarm for fumes coming in from the bay area. Chief Stackhouse stated that there was not, but it could be added to the proposed new fire alarm system at an additional cost. There was discussion on the alarm system and need for carbon monoxide detection. Chairman Gaslin asked Andi if she would like to amend her motion to include the purchase of carbon monoxide detection with a price limit and she said yes. Andi Pawlowski made a motion to contract with the National Fire Suppression Co. Kansas City Ks. To install, repair, replace alarm system components listed on this estimate plus 3 carbon monoxide detectors not to exceed a cost of \$6475.00. Dan Butler second the motion and it passed 5-0 with a roll call vote.

Chairman Gaslin lead the next topic by discussing the 2022 budget for hiring actions and the proposed need for early action. Chief Stackhouse discussed the reasons for hiring to include meeting the intent of NFPA 1710, OSHA requirements, and a current staffing shortage. Chairman Gaslin asked for a motion to advance hiring actions. Andi Pawlowski made a motion to advance the hiring actions from January 1st to November 15th. Greg Fontenot second the motion. The motion passed 5-0.

Chairman Gaslin asked if Chief Stackhouse had a hiring action as well. Chief Stackhouse stated yes and introduced the bio of Jackson Nelson who was also the remaining person on the hiring list from 2020. Chief Stackhouse requested the immediate hire of Jackson Nelson. Greg Fontenot made the motion to hire Jackson Nelson as a probationary firefighter for the base entry rate to be effective immediately. Andi Pawlowski second the motion. Motion passed 5-0.

Executive Session:

Chairman Gaslin then recognized the need to go into Executive Session and asked for a motion.

Greg Fontenot made the following motion: I move that the board go into closed executive session to discuss personnel matters of nonelected personnel, pursuant to K.S.A. 75-4319(b)(1) for a period of 47 minutes, and that the Board resume Open Session at 8:30PM.

Andi Pawlowski second the motion. The motion passed 5-0.

Chairman Gaslin asked for a motion to go back into open session. Greg Fontenot made the motion and Andi Pawlowski second the motion. The motion passed 5-0.

Chairman Gaslin advised that no voting and no motions occurred during the executive session.

Trustee Concerns:

Dave Nester advised he could not be at the next meeting which spawned conversation to change the December meeting to December 14th. All members agreed that would be better and the meeting was changed. Chairman Gaslin discussed the annual asset inventory document and its upcoming due date.

Chairman Gaslin asked for a motion to adjourn. Andi Pawlowski made a motion to adjourn and Greg Fontenot second the motion. The motion passed 5-0.

Next Regular Meeting 12/14/2021

Rob Gaslin, Chairman

Attest:

Michael Stackhouse, Fire Chief