



# Leavenworth County Fire District #1

111 East Kansas Street, Lansing, KS 66043

Regular Meeting of the Board of Trustees Minutes  
July 20, 2021

## Call to Order:

Attendance: Board Members Rob Gaslin, Andi Pawlowski, and Dave Nester. Also in attendance is Michael Keenan from Cochran Head Vick & CO., P.A. to discuss preliminary findings of the 2020 audit.

Approval of Minutes: Motion made by Andi Pawlowski, second by Dave Nester to approve minutes of the June 15<sup>th</sup>, 2021, regular meeting. Motion passed 3-0.

## New Business:

The Board moved into new business and asked for comments from the audience. Chairman Gaslin recognized that Commissioner Mike Smith was in the audience and asked him if he had anything for the board. Commissioner Smith stated that he was there to support the recent decision to purchase digital pagers for the county and discuss those issues with Chief Stackhouse. Chairman Gaslin advised Commissioner Smith that he was welcome to enter discussion anytime throughout the meeting.

The board recognized Mr. Michael Keenan and gave the floor to him. Mr. Keenan gave an overview of the preliminary audit findings. Mr. Keenan advised that there were no adverse findings within the audit and the official report will follow within a few weeks. There were several questions provided to Mr. Keenan during his presentation for clarification. Mr. Keenan verified that the District No. 1 financial methods and procedures follow all regulatory procedures.

## Reports:

**Treasurer's Report:** Treasurer David Nester provided the treasurers report. Dave indicated that we are below budget on both payroll and non-payroll. Dave indicated that we need to be around 8-10% below budget on payroll at the end of the year or we might have to pull some money. Dave advised that we should be at 50% expenditures for the end of June and that we have collected 84.5 % income from taxes. Payroll expenditures are at 43.48% and non-Payroll expenditures are at 36.5%.

Dave indicated that we are in good shape financially. Dave advised that he cashed in another CD and deposited into the general savings account in the amount of \$70,496.84. Lastly, Dave advised that there was one more CD for an approximate amount of \$36,000 plus interest that will mature in early 2022.

**Fire Chief's Report:** Chief Stackhouse provided a performance report for the month of June. Chairman Gaslin questioned the gas leaks and whether we can take preventative measures to decrease gas leaks caused during construction. Andi asked whether any of the run's stats were duplicated numbers and Chief Stackhouse advised they were not.

Chief Stackhouse also stressed that simultaneous incidents are still an issue with the run load and show no signs of decreasing.

Chairman Gaslin expressed his wishes to apply community risk reduction to commercial activities within the district.

Dave asked if there were any private hydrants in the community and whether we would be the ones testing. Chief Stackhouse advised that private hydrants would be tested by a private contractor and provide a report to the fire department.

Chief Stackhouse thanked Commissioner Smith and the county for agreeing to purchase the 800 mhz pagers. There was discussion about the county ownership of the pagers and future maintenance as well as financial responsibility for the pager replacement if something happens. The current county ownership of the pagers brings up several questions that need sorted out. Questions such as who is

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responsible for the replacement of a pager if an individual loses a pager. Future discussion will need to take place soon regarding the responsibilities of ownership and use.

**Items for Discussion:**

Chairman Gaslin discussed that the board is responsible for hiring as stated in the interlocal agreement. Chairman Gaslin gave the floor to Chief Stackhouse who asked for 3 part time positions. A motion was made by Andi and second by Dave to authorize Chief Stackhouse to advertise for the hiring of up to 3 Part Time Firefighter/EMT positions.

Chairman Gaslin discussed the 2020 carryover funds. An authorization has previously taken place and there has been discussion about the movement of those funds. Chairman Gaslin discussed the Kansas Municipal Investment Fund and other investment options. Chairman Gaslin asked for a motion to use KMIP as a vehicle for the reserve funds. The contingency is that Chief Stackhouse will check local bank rates for comparison again to be within a shorter window than the last check. Chairman Gaslin also discussed the current rates with KMIP vs. the local banks. Andi asked that the rolling stock account and the equipment fund be in separate accounts to better manage. A motion was made that by Andi that we authorized the Chair and the Vice Chair to establish an account with KMIP upon successful checks with local banks. Dave second the motion and it passed 3-0.

Review of 2020 Draft budget. All budget concerns should be addressed with Chief Stackhouse by August 10<sup>th</sup>, 2021, by all board members. Questions and concerns were addressed about several items in the budget. Explanations were provided to the board by Chief Stackhouse. Chairman Gaslin requested and started discussion about the rescue tools requested in the budget and the demonstration/work session that took place. There was quite a bit of discussion amongst the board members and commissioner Smith about the rescue tools. Chief Stackhouse explained that we are moving from a wants category to a needs category regarding the purchase of new rescue tools and they will provide versatility for the department. Chief Stackhouse stated there was no negative information provided or learned about the battery powered extrication tools.

**Trustee Concerns:**

Chief Stackhouse asked the board if outside resources can utilize the fire department properties. A hold harmless agreement should be in place by the parties utilizing the property, but the Chief will decide whom may utilize it. Commissioner Smith asked whether we have the right to deny usage of one and not the other group that asked. There was discussion about that topic.

Chairman Gaslin advised that the next regular meeting is moved to the fourth Tuesday which is August 24, 2021. The August 24<sup>th</sup> regular meeting will contain for the revenue neutral hearing and then the budget hearing.

**Adjournment:**

Andi Pawlowski made a motion to adjourn. Dave Nester second the motion. Motion passed 3-0.

Rob Gaslin, Chairman

Attest:

Michael Stackhouse, Fire Chief