



Leavenworth County Fire District #1

111 East Kansas Street, Lansing, KS 66043

Regular Meeting of the Board of Trustees Minutes
February 16, 2021

Call to Order:

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

Consent Calendar: Motion to approve Consent Calendar which included the minutes of the January 19, Regular Meeting and the February 2, Special Meeting. Motion was made by Andi Pawlowski to approve the consent calendar. Motion was second by Dan Butler. Motion passed 4-0.

New Business:

The Board moved into new business and asked for comments from the audience. Mr. Gaslin recognized there was no audience present.

Reports:

Treasurer's Report: Treasurer Dave Nester was absent, and the budget report was supplied by Chief Stackhouse for review. No questions were directed to the Chief about the budget.

Fire Chief's Report: Chief Stackhouse advised that the full time Firefighter/EMT position was filled by Jeff Abbott and he will start on February 25th.

Vector Solutions denied a request to rollover unused spots into 2021. A more definite number will be provided to Vector Solutions for the 2021 period usage for renewal.

Insurance premium deductible's and claims since 2016 were provided to the board for review for possible cost savings. Several minutes of discussion took place regarding past claims.

Chief Stackhouse provided the board with a monthly performance report. Chairman Gaslin asked for clarification of the False Call reports and what they involved.

Chief Stackhouse reported on being notified about a different department utilizing Part Time personnel as Volunteers. Chief Stackhouse was advised that the other department stopped utilizing personnel for both part time and volunteer, because it conflicted with U.S. Labor laws. Chief Stackhouse presented the board with an email from the Kansas Board of Labor advising that it is not permitted to utilize Part Time workers as Volunteer Firefighters because they are performing the same duties in both positions. Chairman Gaslin advised that we continue as normal and work to address the problem.

Chief Stackhouse asked to establish a defined number of Part Time personnel to 10. The past number has been around 8 with only 6 current part time employees. Chief Stackhouse would like to have an established 10 part time personnel list so that the budgeted part time schedule is fully staffed. Chairman Gaslin advised to table until we get a resolve of the labor issues previously mentioned. Chairman Gaslin advised that himself, Andi Pawlowski, and Chief Stackhouse would work to get some resolve on the labor issues as a sub-committee.

Chief Stackhouse explained to the board that annual physicals have not been performed in the past to meet NFPA 1582 and OSHA standards. Chief Stackhouse asked that unused money for physicals from 2020 carry over into the 2021 Budget line item for physicals to start performing annual physicals appropriately. Chairman Gaslin advised that we would pick-up the issue later in the meeting.

Chief Stackhouse advised the board that we paid for turnout gear that was supposed to be invoiced and paid out of 2020 budget. Chief Stackhouse asked if we could carry that money into the 2021 budget so that scheduled replacement of 10 sets of turnout gear is not disrupted.

Chief Stackhouse explained that we have a potential positive resolution to an old and ongoing problem with the electrical system in Engine 563. Conrad equipment has hopefully resolved the electrical issue.

Chief Stackhouse provided updates with the Captains reports.

Items for Discussion:

Further discussion on NFPA 1582 physicals and how to fix the problem. Chairman Gaslin asked for a motion to increase line item "Physicals" Dan Butler made a motion to increase the line item "Physicals" from \$10,000 to \$15,000. Andi Pawloski second the motion. Motion passed 4-0. Chairman Gaslin advised Chief Stackhouse to change line item "New Hire Physicals" to "Firefighter Physicals".

Chairman Gaslin distributed the current by-laws and a starting drafted revision of the by laws for review. Chairman Gaslin explained the revised document. Chairman Gaslin advised that there will be a work session on Tuesday, March 9th at 6:30PM. Chairman Gaslin directed everyone to take the current copy as well as the started revision home and prepare for the work session.

Chairman Gaslin discussed the carryover funds from 2020 and the options of their placement. Chairman Gaslin explained that since we are not a Township fire department a previously mentioned 25% cap on fund placement does not apply. Chairman Gaslin explained that Statutes fully dictate the establishment of a "Fire Protection Reserve Fund" and that we have already established that fund by previously establishing a Resolution for its creation. Chairman Gaslin explained that a dollar amount needed to be established for disbursement to reserves. Chairman Gaslin went on to explain that there are two reserves in place. One reserve is an "Equipment Reserve" and the other is the "Fire Protection Reserve". Both reserves are already in place with past resolutions passed and in place. Discussion took place about both accounts and the appropriate amount of money to install in each reserve.

Chairman Gaslin asked for a motion to move the money into reserve funds. A motion was made by Andi Pawloski to move \$375,000 into the "Fire Protection Reserve". The motion was second by Dan Butler. Motion passed 4-0. A motion was made to put \$25,000 in "Equipment Reserve Fund". Motion was second by Greg Fontenot. Motion passed 4-0.

Chairman Gaslin discussed utilizing the "Kansas Municipal Investment Pool" for investment of the reserve fund money. The pros and cons were discussed, and Chairman Gaslin asked for a consensus that Chairman Gaslin and Chief Stackhouse explore moving funds to "KMIP". Board members reached a consensus to allow this, however members Dan Butler and Greg Fontenot expressed concerns about funds being secured and wanted to ensure they were.

Personnel Action:

Chief Stackhouse requested permission to hire Jackson Nelson as a part time Firefighter/EMT. A motion was made by Greg Fontenot to hire Jackson Nelson as a part time Firefighter/EMT. Motion was second by Andi Pawloski. Motion passed 4-0.

Trustee Concerns:

Chief Stackhouse explained that a large portion of money was spent to pay for turnout gear that was supposed to be spent on the 2020 budget. Chief Stackhouse asked that the 2021 budget be replenished with that amount to keep the replacement schedule. Chairman Gaslin suggested that it be tabled until the March meeting.

Greg Fontenot advised that him and Tom Dials will be visiting Tonganoxie City Fire in the future. There was further discussion on different districts to visit.

Chairman Gaslin asked for an update on vaccines for the department. He also advised that we would be tackling the personnel manual soon. Andi Pawloski suggested that the personnel manual be outsourced.

Chairman Gaslin asked to move the meetings to Tuesdays and the board agreed.

Adjournment:

Andi Pawloski made a motion to adjourn. Greg Fontenot seconded the motion. Motion passed 4-0.

Rob Gaslin, Chairman

Attest:

Michael Stackhouse, Fire Chief