



Leavenworth County Fire District #1

111 East Kansas Street, Lansing, KS 66043

Regular Meeting of the Board of Trustees Minutes
March 22, 2021

Call to Order:

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

Approval of Minutes: Motion made by Dave Nester, second by Andi Pawlowski to approve minutes of the February 16, 2021 regular meeting. Motion passed 5-0.

New Business:

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

Reports:

Treasure's Report: Treasurer Dave Nester provided the treasurers report. Dave indicated that we are under budget so far. There was minimal discussion.

Fire Chief's Report: Chief Stackhouse provided a performance sheet for the month of February. There was minimal discussion on the performance report. Chief Stackhouse announced the most recent volunteer firefighters hired, and that Jeff Abbott started as a full time FF/EMT on Feb. 25th and there was discussion on his moving status from Indiana.

Chief Stackhouse provided a "Draft" of the Captain/Fire Marshal job description. Annual Physicals will be scheduled around June in order to substantiate the volunteer roster. Chief Stackhouse explained that the District 1 computer server failed multiple tests and needed replaced. It has been ordered and due for replacement in the next couple weeks.

Chief Stackhouse explained that we are filing 501-3C status for Fire District 1. We will be seeking the assistance of an accountant before sending the forms in.

District 1 will be seeking an MOA for evidence storage with the City of Lansing Police Dept. Chapter 7 Fire Code was sent to Lansing Planning and Development for review. No response has been provided about the revisions.

The previous mentioned discrepancies about money for turnout gear taken out of the wrong budget can be dismissed. We were billed twice for the turnout gear and the second check has been returned.

The Aeroclave decontamination unit is in and we are training on the machine. We will notify Lansing P.D. soon to offer the services of the Aeroclave unit.

Chief Stackhouse proposed the idea of building a new training tower to at Station 1 with Station 2 as a back-up location. Majority of the costs will be donated. We are seeking the use of an engineer. The engineer and footings will be majority of the cost for the tower.

Chief Stackhouse discussed ISO requirements and future training needs for the department, and lastly explained that a mechanism has been added to ensure that probationary firefighters meet a minimum standard before transitioning into permanent status.

Items for Discussion:

Chairman Gaslin discussed the revised Bylaws up for adoption. Chairman Gaslin noted there were a few small changes made to the revision due to previous conversations at the work session. There was minimal discussion about the revised Bylaws and Chairman Gaslin suggested that a motion for adoption be moved upon. Greg Fontenot made a motion that the revised Bylaws be adopted and Dan Butler second the motion. The motion passed 5-0.

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Chairman Gaslin discussed the Calendar yr. 2020 carryover funds and the insertion of those funds into the Kansas Municipal Investment Pool (KMIP) account or a local bank account. The District is obligated to look at local banks to see if they are competitive with KMIP. If they are competitive then we are obligated to invest at the local bank. So far, the local banks do not appear to be competitive. The focus of discussion was the security of the funds being invested. FDIC does not insure KMIP, and it is not insured or warrantied in any way. The security is based upon investments and their security. After discussion it was stated there was more work to do. Chairman Gaslin advised that him and Chief Stackhouse would continue to work on the issue.

Chief Stackhouse asked for a continuance of Vector Solutions contract for 3 more years. Chief Stackhouse explained that we are at the lowest price offered, but Vector Solutions offered us a no increase on fees if we signed a 3-year commitment. A motion was made by Greg Fontenot to renew the Vector Solutions and Second by Andi Pawloski to renew 30 spots for 3 years.

Trustee Concerns: Chairman Gaslin proposed a way forward regarding revisiting the SOP's, SOG's, and Employee Manual. He suggested that board works on just a chunk of the employee manual that deals with budget items and then work on the rest later. Chairman Gaslin suggested the board tackles the Administrative SOPs first. The budget will be a priority in May and June as well.

Pay increases became the topic of discussion with all members and different issues were brought up for discussion. It was a clear objective that raises be performance based rather than automatic. Chief Stackhouse ensured the board that he believes in performance-based raises as well.

Adjournment:

Andi Pawlowski made a motion to adjourn. Dave Nester second the motion. Motion passed 5-0.

Rob Gaslin, Chairman

Attest:

Michael Stackhouse, Fire Chief