



Monroe Fire Protection District



MINUTES OF MEETING OF THE BOARD OF TRUSTEES

Joel Bomgardner called a regular meeting of the Board of Trustees of the Monroe Fire Protection District to order at 6:02 p.m. EST Thursday, November 10, 2020 via a Zoom Meeting due to the COVID-19 pandemic. Public notice of the meeting had been duly made to local media by facsimile transmission and hard copy notices had been placed in all the usual places.

Mr. Bomgardner called the roll of the board of trustees to determine members present, absent, and to identify others present.

Those present were as follows: Joel Bomgardner, Chairman
 C. Ed Brown, Fiscal Officer
 Vicky Sorensen, Vice-Chairman

Those absent were as follows:

Others present were as follows: Dustin Dillard, Chief, MFD
 George Cornwell, Deputy Chief, MFD
 Tammy Bovenschen, Administrative Assistant MFD
 Lorie Robinson, Financial Assistant MFD
 Christine Bartlett, Attorney, Ferguson Law
 JJ McWhorter, MFD
 Michelle Bright, Benton Township Trustee

Those absent were as follows:

CHANGE OR AMENDMENTS TO THE AGENDA

Mr. Bomgardner asked if there were any amendments or changes to the agenda. There were no amendments or changes to be made.

PUBLIC COMMENT

Mr. Bomgardner explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. Mr. Bomgardner explained that we do have a policy for public comment that is outlined on the back of the agenda. There was no public comment.

HEADQUARTERS
STATION 11
3953 S KENNEDY DRIVE
BLOOMINGTON IN
812-331-1906
812-336-1166 (FAX)

LAKEVIEW
STATION 21
9094 S STRAIN RIDGE RD
BLOOMINGTON IN
812-824-6077

KIRKSVILLE
STATION 23
8019 S ROCKPORT RD
BLOOMINGTON IN
812-824-6202

MINUTES OF PREVIOUS MEETING

Minutes from the October 20 and October 22, 2020 board meetings were presented to the board for approval. Mr. Bomgardner called for a motion to approve the minutes.

Mr. Brown made a motion to approve the minutes of October 20, 2020 minutes
Mrs. Sorensen 2nd
Motion passed 3-0

Mr. Brown made a motion to approve the minutes of October 22, 2020 minutes
Mrs. Sorensen 2nd
Motion passed 3-0

OLD BUSINESS

a. District 8 Fiscal Agent

Chief Dillard stated that there were no updates at this time.

b. Legal Updates

Mrs. Bartlett stated that there were no legal updates at this time.

c. Monroe Fire Protection District Future

Chief Dillard explained that we are now in the 30 day remonstrance period for Washington Township and will end the week of Thanksgiving. The next step would be for the Commissioners to do an ordinance adding Washington Township to the District. Chief Dillard stated that the next two townships requesting to join are Bean Blossom and Richland Townships.

d. Ladder Truck Purchase

Chief Dillard stated the acquisition was fully executed November 6, 2020 and that the truck is now at Station 21. Chairman Bomgardner stated it was nice to see Fiscal Officer Brown at the bank, as it has been many months since they had seen each other in person.

Chief Dillard noted that the ladder truck was put in to use immediately and was used the following day to work on the flag poles at the Smithville School and the Harrodsburg Community Center.

e. MFD Positions

Chief Dillard stated that there were no appointments to come before the board today. We are currently in the process for the combined Lieutenant/Sergeant positions. Chief Dillard will bring back the recommendations to the board next month.

f. COVID-19 Information

Chief Dillard informed the board we currently are fully staffed and functioning at full staffing. We have received some of the AFG Grant supplies.

New Business

a. Job Descriptions

i. Career Firefighter

Chief Dillard stated that this position would not start until March 10, 2021. This position will be posted November 15-30, with testing begin the week of December 14-18. We would like to hold interviews the first few weeks of January 2021. There are 14 positions funded by grant money that was awarded.

Chief Dillard stated that we would like to start sending the new employees to PERF beginning as early as January 18, as it sometimes takes 6-8 weeks before the PERF physical is completed.

Mr. Bomgardner called for a motion.

Mrs. Sorensen made a motion to approve the Career Firefighter Job Description.

Mr. Brown 2nd.

Motion passed 3-0

Chief Dillard did state that we will still need to have a part-time firefighter process.

b. Benton Township 2021 Fire Protection Agreement

Chief Dillard explained that was executed on behalf of the Benton Township. Chief Dillard stated that they had worked on this for quite a while and that nothing new was being presented. Benton Tender 14-7 is in our possession and currently being utilized at Station 23. Benton Township has already signed the contract.

Mrs. Sorensen questioned the monthly increments stated in Section 2, subsection a. When dividing up \$315,000 by 12 months the amount should be \$26,500 per month. Chief Dillard and Mrs. Bright thanked Mrs. Sorensen for noticing the error.

Mr. Bomgardner called for a motion.

Mr. Brown motioned to approve the agreement with the amended amount to reflect \$26,500 per month.

Mrs. Sorensen 2nd

Motion passed 3-0

c. Nationwide 457 Resolution

Mr. Bomgardner stated that he had been working with a representative of Nationwide concerning our 457 retirement plan. Tonight there is a resolution before the board to reestablish the Nationwide 457 plan. The representative feels this is the easiest way for the district to transfer anyone who contributes to this fund. Mrs. Sorensen noted that in the first section it states elected officials, however the district board is appointed. Mrs. Bovenschen stated she will correct the wording.

Mr. Bomgardner called for a motion.

Mrs. Sorensen made a motion to approve the Nationwide Resolution with the amended wording.

Mr. Brown 2nd

Motion passed 3-0

d. Target Solutions – Training Platform

Chief Dillard stated that this is a program that we would utilize for all of our training for 2021. Training Chief JJ McWhorter and David Allen have researched several companies and both feel this is the best one available for the district. Training Chief JJ McWhorter stated that the cost is \$89 a member for the upcoming year and the company will allow us to add members at the same rate for the entire year. This is a discounted rate. Target solutions offers on-line training which we can access and utilize classes from all of the United States.

Training Chief McWhorter stated that for ISO this program will be very helpful. It will allow us to track all of their time more efficiently. This program has testing for each and everything they do. The program is geared so the individual has to watch the entire video to be able to pass the exam at the end.

This program can be set up to remind its members that a certificate is about to expire. This contract is for the current roster of 127 members, which includes all 3 departments, and all volunteers. The rates may increase for 2022 depending on the number of participates we have at that time.

Mr. Brown asked if the contract was for three years. Training Chief McWhorter stated that for the first 12 months the guaranteed rate of \$89 per member. However the rates could rise to \$109 per member (which is the regular rates). Training Chief McWhorter would like to try for at least one year. It was noted that 127 members x \$89 is \$11,303.

Chief Dillard stated that this is a very good program, and that we have budgeted for this expense in the 2021 budget. He also noted that we will not have an invoice until January 2021. Chief Dillard also noted that we can reduce the number of members who use the platform after the first year.

Mr. Bomgardner called for a motion.

Mr. Brown made a motion to approve the Target Solutions – Training Platform.

Mrs. Sorensen 2nd

Motion passed 3-0

e. Vacation Sell-Back/Carry Over

Chief Dillard and Mrs. Robinson spoke to the board concerning where the budget was financially. With an unprecedented year of catastrophic equipment repairs and COVID-19 supplies along with having to pay extra individuals to work while members were out with COVID, Chief Dillard wanted the board to understand financially where we are with selling back PTO time. With COVID this year we have some members who have not been able to use very much PTO time. Chief Dillard would like to allow individuals who have a full bank to be able to sell back some additional PTO time so that they will not lose their hours. By allowing them to sell back extra time, it does not put a burden on the district to allow them to take the time off where to fill their time away the district would be paying an individual overtime.

Mr. Bomgardner asked Mrs. Bartlett if the board had to vote on this matter. Mrs. Bartlett stated that the board did not have to take a vote on this, as per policy, vacation sell back's happen if the district has money available.

Claims and Financial Report

Claims:

a. Monroe Fire Protection District Claims:

Mrs. Robinson went over the claims for Monroe Fire Protection District. Monroe Fire Protection District Claims dated October 16, 2020 and November 4, 2020 were presented for approval

Mr. Brown motioned to approve MFD claims dated October 16, 2020 and November 4, 2020

Mrs. Sorensen 2nd
Motion passed 3-0

b. District 8 Claims:

Mrs. Robinson presented the District 8 claims dated October 30, 2020

Mr. Brown made a motion to approve District 8 claims dated October 30, 2020

Mrs. Sorensen 2nd
Motion passed 3-0

c. Financial Report:

Mrs. Robinson went over the October 31, 2020 financial report. Mrs. Robinson explained that the financial report had a new look. She has been working with Jill Bailey at Root Advisors, to make our financial report look more aligned with our budget. Mrs. Robinson noted that with the number of grants that we have currently and look to be applying for, she will now have the grants funds separated out. Mr. Brown that this was a good idea. Mrs. Robinson believes there will be 7 new funding lines for the 2021 financial reports.

Mrs. Robinson noted that she had received a reimbursement payment of \$152,089.52 from the 2019 SAFER Grant. Mrs. Robinson will have Root Advisors do journal entries for the income.

Payroll: Included the semi-monthly payroll for October, 2020.

Mr. Brown made a motion to approve the Financial Statements dated October 30, 2020, and payroll for October 2020

Mrs. Sorensen 2nd

Motion passed 3-0

NEXT MONTHLY BUSINESS MEETING

Mr. Bomgardner reminded everyone that our next scheduled regular board meeting for the Monroe Fire Protection District will be held via Zoom on December 8 at 6:00pm.

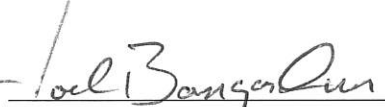
ADJOURNMENT

There being no further business to properly come before the board, Mr. Bomgardner called for a motion to adjourn.

Mr. Brown motioned to adjourn at 6:50pm, on Tuesday November 10, 2020.

Mrs. Sorensen 2nd

Motion passed 3-0.


Joel Bomgardner, Chairman


Ed Brown, Fiscal Officer Vicky Sorensen, Vice-Chairman

Copy furnished:

Mr. Bomgardner, Chairman
Mrs. Sorensen, Vice-Chairman
Mr. Cornwell, Deputy Chief
Mr. Ferguson, Legal Counsel
Station No.11, Bulletin Board

Mr. Brown, Fiscal Officer
Mr. Dillard, Fire Chief

Station No. 23, Bulletin Board
Station No. 21, Bulletin Board