



FIRE DISTRICT #1 JOHNSON COUNTY
33364 W. 191st St.
Edgerton, KS 66021

MINUTES -- Board of Directors Monthly Meeting
33364 W. 191st St - Edgerton, KS
April 12, 2022 at 6:30 pm

A regular monthly meeting of the Fire District #1 Board of Directors meeting was held in person and was called to order at 6:30 pm by Board Chairman Mark Burdolski.

The following staff members were present and signed in:

Fire Chief Dennis Meyers	Director Administrative Services Mary Bush
Division Chief Aaron Winkler	Fire Marshal, Brad Ralston
Battalion Chief Chris Russell	Battalion Chief EMS Colby Stanchfield
Fire Inspector, Lt. Pete Graham	Firefighter Personnel
Administrative Assistant Ashley Smith	

The following guests were present:

Dan Bukaty, Bukaty Insurance President, Property & Casualty
Paul Davis, Johnson County Director/Chief Emergency Medical Services
Jim Francis, Johnson County Fire Services Administrator
Ted Clemons, Johnson County Senior Management and Budget Analyst
Lynne Hermansen, Gardner News

I. APPROVAL OF AGENDA

The meeting agenda was distributed by Board Chairman Mark Burdolski. Board member Connie Schmidt moved to approve the agenda as presented. Board member Randy Gregorcyk seconded the motion. All present board members voted in favor of the motion; the motion carried 4-0.

CALL TO ORDER - ROLL CALL

The roll being called, it was found to be a quorum of the following members present and participating; to-wit:

Mark Burdolski, Chairman	Present
Keith Johnson, Treasurer	Present; Arrived late
Ron Conus	Present
Randy Gregorcyk	Present
Connie Schmidt	Present

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

a. March 2022 Board Meeting Minutes

Board member Randy Gregorcyk moved to approve the March 2022 Board Meeting minutes as written. Board member Connie Schmidt seconded the motion. All present board members voted in favor of the motion; the motion carried 4-0.

IV. FINANCIAL REPORT

a. March 2022 Financial Report

Fire Chief Meyers presented the March 2022 Financial Report. The second Fire District #2 payment will be disbursed in the second quarter. All financials between Fire District #1 and Fire District #2 will be balanced in a meeting between Jim Francis, Chief Meyers and Mary Bush on Wednesday, April 13th. Board Treasurer Keith Johnson moved to approve the March 2022 Financial Report. Board member Ron Conus seconded the motion. All present board members voted in favor of the motion; the motion carried 5-0.

V. OLD BUSINESS

a. Fire Chief Dennis Meyers Report

Chief Meyers introduced Jim Francis, the new Johnson County Fire Services Administrator and Paul Davis, Director of Emergency Services in Johnson County. Jim Francis retired from Fire District #2 after 35 years of service. On April 1, 2022, he was employed by the County in his new role. In July of 2021, the County Manager Officer restructured the county government. Paul Davis was appointed Director of Emergency Services. Fire Services Administration, Med Act, Emergency Communications and Management all fall beneath Director Davis.

Board Member Connie Schmidt asked what Jim Francis's role is in coordination with all the fire districts. Jim said that he is the facilitator of conversations within rural districts. Fire District #2 is still a taxing agency. Jim Francis will remain the responsible party for Fire District #2.

Chief Meyers thanked the Board and everyone for attending the Hose Uncoupling and Ribbon Cutting Ceremony for Station #81 on April 6, 2022. It was a great turnout.

Chief Meyers presented the board with the 2021 year end powerpoint presentation. This will be shared with cities and officials. The presentation displayed call volume and detailed the distribution of calls among the Fire District, with one month showing the addition of Spring Hill to the calls. The Fire Districts continued education and training for Fire personnel summed 14,000 hours for 2021. In addition, all business between Fire District #1 and Fire District #2, since the consolidation, have been inspected by Fire Marshal Brad Ralston and Fire Inspector Lt. Pete Graham. Chief Meyers praised the prevention department in all of their success in completing those inspections.

Administrative Services Director Mary Bush presented the board with the 2021 Fire Pay Study.

The study shows the comparison of starting pay and pay step increases among the Fire Districts and Departments of Johnson County and where Fire District #1 falls. For starting pay, Fire District #1 falls in the middle. As pay steps increase, Fire District #1 falls to the lower end. Fire District #1's priority is personnel, their equipment and PPE to do their jobs. There is work to be done on the 2023 budget to catch up.

Board Member Randy Gregorcyk asked how to compare the difference between the Fire Districts and their pay. Chief Meyers recommended looking at call loads rather than city population sizes. Overland Park Fire Department runs about 63 calls per day. Olathe runs about 40 calls per day and Fire District #1 runs about 10 calls per day. The tax base also plays a role. There is only so much funding available in the yearly budget. As the cost of living and taxes increase it could affect the millevy. Board member Ron Conus asked how the District can afford an 8.5% cost of living to stay even with other districts. Board Member Connie Schmidt proposed that employees be presented with a summation of take home salary in addition to their benefits value, rather than focus only on the take home salaries. Mary Bush stated that those figures are provided to our staff.

Chief Meyers proposed to schedule a work session with the Board in the next two weeks to preview the 2023 budget and gain input from the Board on the direction to take budgetary line items. The City Officials of Gardner, Edgerton and Spring Hill will be invited to attend to discuss what is to come in terms of growth in their respective communities to plan ahead. As of now, April 26, 2022 is the decided upon work session date. If the Mayors have conflict, other dates will be considered.

The first week of April, Firefighters were deployed to Western Kansas to preposition for Wildfire assistance. The staff has fought fires from Manhattan to Salina and South and North of those major areas. During downtime, Kansas Forestry Service provided classes for everyone on training for Wildland fires. We are hoping our staff will be released to return home this week.

May 4th, 2022 from 8:30-9:30 am, Fire District #1 will host the Gardner Chamber of Commerce Coffee at Station #81.

Administrative Services Director Mary Bush presented The Board Bi-Laws for the Board to review prior to the next regularly scheduled board meeting on May 10, 2022. At the next board meeting this item will be voted on.

Declaration. At this time, Board Members may declare any conflict or communication they have had that might influence their ability to impartially consider today's issues.

VI. CONSENT AGENDA

VII. NEW BUSINESS

a. 2022 Year in Review

Chief Meyers presented the Year in Review in Old Business. No Board action was taken.

b. Oath of Office

Administrative Services Director Mary Bush presented the Oath of Office to the Board. Everyone stood as Mary Bush swore them in. Each board member signed their Oath of Office and Mary Bush notarized them. No Board action was taken.

c. Code of Ethics for Johnson County Government Officials

Administrative Services Director Mary Bush presented the Johnson County Government Officials Code of Ethics to the Board. They were asked to read, understand and abide by the standard of conduct. Board Members are asked to sign and date the document showing their acceptance and agreement. Board Treasurer Keith Johnson asked for clarification in the document's reference to loyalty of high moral standards to the department. As a board member, Keith Johnson stands as a representative of the patrons Fire District #1 serves. Board Member Randy Gregorcyk inquired if Fire District #1's attorney was present. He was not. Chief Meyers offered to get clarification with the attorney before Board Members sign the document. All present board members were in agreement. No Board action was taken.

d. Consider approval to send three members to paramedic school paid by FD #1

EMS Chief Colby Stanchfield presented the Fire Board Action Form requesting consideration to send three members to paramedic school starting August 15, 2022. The board already approved to send 1 candidate to paramedic school. After the interview process for said candidates, three great candidates emerged. Fire District #2 has already agreed to pay for 1.5 persons' school tuition over three years. This agenda item requests Fire District #1 pay for an additional ½ persons' school tuition over three years.

Board Member Connie Schmidt moved to approve sending a total of three members to paramedic school with Fire District #2 funding half of the total cost of all three members. Board Member Randy Gregorcyk seconded the motion. All present board members voting in favor, the motion carried 5-0.

e. Consider approval for renewal of Property & Casualty Insurance

Administrative Services Director, Mary Bush presented Fire Board Action form considering renewal of Property and Casualty Insurance in the amount of \$89,666.60. Within this amount is the Fire District #2 reimbursement of \$4,719.55. After the reimbursement, the line item budget impact is \$84,947.05 for the coverage period from May 9, 2022 to May 9, 2023. The premium is paid in May, August, November and February. The March 2022 line item has sufficient funds to cover the premium.

Board member Randy Gregorcyk moved to approve 2022-2023 Property and Casualty insurance with Bukaty Company in the amount of \$89,666.60. Board Treasurer Keith Johnson seconded the motion. All present board members voting in favor, the motion carried 5-0.

f. Consider approval for renewal of Workmen's Compensation Insurance

Administrative Services Director Mary Bush presented Fire Board Action form considering renewal of Workman's Compensation Insurance in the amount of \$137,117.00. The largest change is from increased employee count and reclassification of positions to include any staff member that has bunker gear and responds to calls. Prior to this reclassification some executive

officers were not classified as firefighters. There are only three employees on staff that are not firefighters. The premium is paid in monthly installments. The premium cost of \$137,117.00 includes the Fire District #2 reimbursement for the coverage period which is \$64,560.00. After reimbursement, the budget line item impact is \$72,557.00 for the coverage period of May 9, 2022 through May 9, 2023. At the end of March 2022, the budget line item has \$80,106.20 remaining and is sufficient to cover the premium.

Board Treasurer Keith Johnson moved to approve 2022-2023 Workman's Compensation Insurance with Bukaty Company in the amount of \$137,117.00 Board Member Ron Conus seconded the motion. All present board members voting in favor, the motion carried 5-0.

Before ending the open meeting, Board Member Randy Gregorcyk inquired about Jim Francis's job description. Randy asked for clarification about the facilitation and support roles between the Fire Services Administrator and the Fire Chiefs of Johnson County. Jim said that the Fire Chiefs will not report to Jim Francis. Chief Meyers offered clarification in relation to the description note about the role pertaining to budget and purchase approvals. He asked if that role pertains only to the Fire District #2 expenditures. Jim Francis remarked that the county manager and commission wrote that. Most of the description is very generic as written. His short term focus is Fire District #2 expenditures but that can change.

Board Treasurer Keith Johnson noted that the job description lacked specifics. Board Member Connie Schmidt asked for a county organization chart to show the new division created. She said that most county citizens aren't aware of the new position and where it falls. Connie is surprised by the new position. The Fire Districts as a whole would be stand-alone and reporting to their Boards. The Fire Districts do not appear on the organizational chart. Chief Davis assured that the Fire Districts will not be on the organizational chart at this time.

Director of EMS Chief Paul Davis won't claim authorship but did participate in the writing of the description. This position was developed during the creation of the EMS services and outlined where this position falls into the hierarchy of the county. In terms of other parts, approving expenditures and such, Jim Francis does have expense authority in the Department of EMS. There are times that he will have to approve. Right now, this is a one person division. In order to get this position onto the org chart, the job description had to be approved. The job evaluation questionnaire is more detailed, the Human Resources department shrunk that down. Chief Davis assured the Fire District Board that the roles of EMS Director and Fire Services Administrator is to work with the Fire Districts and EMS Services. They are already enjoying their working relationship with the Fire Districts. The new role is new and processing its fit.

Chief Davis said that the county wishes to make sure they're not over stepping in one area or another. There are a few departments with similar missions. This is a practice of the County to facilitate and work with District and City Fire Departments. Chief Davis and Jim Francis are planning to meet with Fire Districts monthly with County Deputy Manager, Maury Thompson.

Board Member Ron Conus is concerned that this position oversees the development of policies and procedures, administrative policies and budgets for Fire Districts. He asked where is the firewall that stops Johnson County from flowing down to Fire District #1, where this is the Fire Board's responsibility. Jim Francis stated that the county was looking down the road when this was written. "This should be no surprise to anyone in this room."

Board Member Randy Gregorcyk asked if this was an open application process through the county or an appointed position. Jim stated that it was appointed. Randy responded that this was the vaguest description he had seen.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

Board Member Randy Gregorcyk moved to adjourn the meeting. Board Treasurer Keith Johnson seconded the motion. All present board members voting in favor, the motion carried 5-0.

The meeting was adjourned at 7:50 pm.

Next monthly board meeting will be held on May 10th, 2022 at 7:00 pm. The meeting will be held in person at Station #81, 33364 W. 191st ST. Edgerton, KS 66021.

ATTEST:

Respectfully submitted by:

FIRE DISTRICT #1 JOHNSON COUNTY

Mary Bush, Recording Secretary

Dennis Meyers, Fire Chief

The above minutes having been read and considered by the Board of Directors of Fire District #1 Johnson County, and having been found to be correct as written, or with minor changes as shown above, was approved on this 10th day of May, 2022.

**APPROVED by BOARD OF DIRECTORS
FIRE DISTRICT #1 JOHNSON COUNTY**