**FIRE DISTRICT #1 of JOHNSON COUNTY KS**

**490 New Century Parkway New Century, KS 66031**

# MINUTES -- Board of Directors Monthly Meeting

# 490 New Century Parkway - New Century, KS

#  February 11, 2020 – 6:30 p.m.

A regular monthly meeting of the Fire District #1 Board of Directors was called to order at 6:30 p.m. by Board Chair Mark Burdolski. The roll being called, it was found to be a quorum of the following members present and participating; to-wit:

Mark Burdolski, Chairman Absent

Keith Johnson Present

Dr. Brian Cook Present

# The following staff members were present and signed in

 Chief Rob Kirk Deputy Chief Dennis Meyers

 Assistant Chief Tim Richards Assistant Chief Scott Casey

 Division Chief Jerry Holly Administrative Services Mary Bush

 Battalion Chief Rob Hudspeth Captain Eric Kramer

 Captain Justin Ducey Firefighter Andrew Dilda

Firefighter Jake Wilkinson Administrative Assistant Lisa Wilms

# The following guests were present:

 No guests were present

# APPROVAL OF AGENDA

The meeting agenda was distributed by Board Member Keith Johnson. Brian Cook moved to accept the Agenda as presented. Keith Johnson seconded the motion. The motion carried 2-0.

# APPROVAL OF MINUTES

The minutes of the Board of Directors meeting on January 2020 monthly meeting conducted on January 14, 2020 was presented for approval.

Brian Cook moved to approve the minutes for the January 14, 2020 meeting. Keith Johnson seconded the motion. The motion carried 2-0.

The minutes of the Board of Directors Meeting on December 2020 monthly meeting conducted on December 9, 2019 was presented for approval.

Brian Cook moved to approve the minutes for the December 9, 2020 meeting. Keith Johnson seconded the motion. The motion carried 2-0.

# FINANCIAL REPORTS

The following financial reports were presented and received by the board as information and for approval:

# Financial Report – January 2020

# Chief Kirk reported year end looks good and are 6% ahead of projection.

# Keith Johnson asked about the transfer of money to the other funds. Chief Kirk reported the funds were moved to the S & V Account and the Contingency Fund.

# Brian Cook moved to account the January Financials as presented. Keith Johnson seconded the motions. The motion carried 2-0.

# STATE OF THE DISTRICT

Chief Kirk presented the State of the District.

 Chief Kirk thanked the board and staff for all their efforts.

 The Board was pleased with all the work done.

#  NEW BUSINESS

#  Administrative Policy 100.07 – Minimum Position Qualifications

#

#  Chief Kirk presented the updated policy and the reasoning behind the change.

#  Chief Richards reviewed the document and explained the process.

#  Brian Cook moved to approved Administrative Policy 100.07 Job Descriptions. Keith Johnson

#  Seconded the motion. The motion carried 2-0.

# CONSENT AGENDA

 **Repeal Administrative Policy’s**

1. **100.07.01 Fire Fighter**
2. **100.07.02 Lieutenant**
3. **100.07.03 Captain**
4. **100.07.05 Battalion Chief**
5. **100.07.07 Deputy Chief**

#

#  Keith Johnson moved to repeal Administrative Policy 100.07.01, 100.07.02, 100.07.03,

#  100.07.05, 100.07.07 Job Descriptions. Brian Cook seconded the motion. The motion

#  carried 2-0.

#

#

# VII. ADJOURNMENT

#  Brian Cook moved to adjourn the meeting. Keith Johnson seconded the motion. The motion

#  carried 2-0. The meeting adjourned at 7:30.

#  Next meeting will be held on March 10, 2020 6:30 p.m.

# ATTST:

**Respectfully submitted by: FIRE DISTRICT #1 of JOHNSON COUNTY**

Mary Bush, Recording Secretary Rob Kirk, Fire Chief

# The above minutes having been read and considered by the Board of Directors of Fire District #1 of Johnson County Kansas and having been found to be correct as written, or with minor changes as shown above, was approved on this 11th day of February 2020.

**APPROVED by BOARD OF DIRECTORS**

**FIRE DISTRICT #1 of JOHNSON COUNTY, KS**

 Mark Burdolski, Chairman

 Keith Johnson, Secretary-Treasurer

 Dr. Brian Cook, Board member