

# Minutes of the Fern Creek Fire Protection District Board of Trustees meeting September 14, 2020 7:00 p.m.

Due to the COVID-19 pandemic and the subsequent declarations of national and state of emergencies, no physical location for the public will be provided except for members of the board and essential employees. The meeting of this board is forced to be held via video teleconference using Gotomeeting.com via access code 560-856-357. A meeting invitation has been sent to each individual board member. The Public is invited to attend via video conferencing, <https://global.gotomeeting.com/join/560856357> or via telephone by calling 1-571-317-3122 **Access Code:** 560-856-357. Board members have been notified via email and notice to the public was provided via posting at station # 1 (6200 Bardstown Road) and station # 2 (9409 Old Bardstown Road) and also on our website.

**NOTE: For those required to attend in person, the meeting location has been changed to station # 1, 6200 Bardstown Road, Louisville KY 40291.**

Meeting called to order by Chairman Ott at 7:03 p.m.

Members present: H. Ott, S. Pierce, T. Deloch (virtual), D. Bannon, C. Bauer, D. Shewmaker and E. Brown (virtual)

Guest present: Chief Mulvey, Lt. Col Evans, Daugherty, Lt. Col Hutchens, Attorney M. Leach (virtual) and several Department members (virtual) and members of the public (virtual)

Motion Shewmaker, 2<sup>nd</sup> Bauer to approve August minutes as presented. MC

Review of August provisional financial reports.

## **Announcements & Correspondence**

- Bank statements were available for review.
- July minutes filed with JCC's office *pending return receipt*
- Denton Group August report: *Pertaining to Covid-19, Governor has designated federal CARES money to pay for bi-weekly testing for employees of residential care facilities – possible decrease in our testing cost if any of our employees work 2<sup>nd</sup> job in this type of facility; child care guidelines have changed to increase class size to accommodate more working parents.*
- Final PVA taxable assessment received. Final assessment, \$3,123,909,895. We budgeted based on \$3,000,000,000 assessment.
- Amended Interlocal Cooperation Agreement. Amended due to the merger of Lake Dreamland FPD with PRPPFD.
- Fire School has been cancelled.

## **Old Business**

- Volunteer handbook - Attorney Leach made clarifications and recommendations regarding the alcohol and the harassment sections as requested by Deloch last month. Leach will email Chief adult anti-bullying template. Revisions will be made based on Attorney Leach's recommendations and presented in the final revision.
- By-Law revision – Committee continues to work on revisions. Three major focuses include: dismissal of a Trustee if missed 3 consecutive meetings, discipline of a trustee and exclusion of the code of Ethics. Discussion followed. Chairman Ott asked Attorney Leach to provide wording regarding missing 3

consecutive meetings component. Committee will add the code of ethics. Attorney Leach will review our current code of ethics and suggests adding our own code of conduct to the bylaws.

- Audit status: Work on audit continues. Pierce is working on MD&A; Daugherty is waiting on revised trial balance and draft.
- Chief Mulvey's review has been completed and available for review.
- After review of the current budget, Chief Mulvey recommends hiring 6 firefighters – in order of seniority, Eric Brown, Aaron Dossey, Jacob Key, Andrew Foster, Charles Embry and Zach Woodruff along with Cameron Canan and Corey Raisor as alternates. Motion Bannon, 2<sup>nd</sup> Bauer to accept the 6 recommended candidates (Brown, Dossey, Key, Foster, Embry and Woodruff) as presented, as long as they receive a passing fit for duty and stress test and designate Canan and Raisor as alternates. MC Brown abstained. New employees would begin October 5th.
- Departmental pay scale - Chief has spoken with Deloch and Daugherty regarding pay scale and has obtained data from other departments. Would like to have recommendations approved by the end of the year. Chairman Ott expressed concern in completing sooner, if possible, as to not lose any employees to other departments or agencies.

## **Chief and Committee Reports**

Chief Mulvey: Expressed his excitement regarding the growth of our department; reported on new business and developments within the District (including O'Reilly's & new Post Office); Captain Well's has submitted her official resignation letter. Motion Bannon, 2<sup>nd</sup> Shewmaker to accept with regrets and to make her a lifetime member. MC; Col. Storrie is Chair of 7132's replacement committee; commented on Major Newman's retirement and appreciated everyone who helped make it such a success.

Deputy Chief Storrie: Fireman's fund purchased barrel top for Major Newman's retirement; has been in contact with all the apparatus committee members and trying to schedule upcoming meeting(s); continues to work on ISO inspection.

Lt. Col. Evans: hosted leadership development class; joint training held at GE; hosted boat operations class for water rescue; participated with Metro Police in a swift water rescue class at KY Kingdom; damaged boat has been classified unreparable and an insurance claim has been submitted; discussed change over to ESO from Firehouse software.

Lt. Col Hutchens: planned events have been cancelled due to Covid; Bullitt County radios have been updated; participated in a drive by birthday celebration for a 90<sup>th</sup> b-day; has nominated Chief Mulvey for the KAFC Chief of the Year award. Asking for the Board to send a letter of support for his nomination. Motion Bauer, 2<sup>nd</sup> Bannon to submit a letter of recommendation and support. MC

Captain Neal: Discussed proposed changes by KBEMS. 911 billings advises that we will begin to see consistency with our billable revenue around 6-9 months from our start date. #7182 will return to station # 2 in the daytime. PennCare ambulances on track with possibly delivery in March/April. RFP for the load systems will be initiated this week.

Major Schmidt: not in attendance

Captain Elstone: report included in the chief's report

## **New Business**

- Bauer discussed the new FICA tax deferral which could allow employees to defer their portion of FICA tax through the end of the calendar year with repayment due April 2021. Board has elected not to participate in this tax deferral program.
- By-law Article VII: When bylaws were updated in 2019, Article VII was reduced. Concern expressed of items removed. After discussion, Board recommends adding a blanket reference to KRS instead of noting a specific statute. Change will be reflecting in upcoming revision.
- Administrative Assistant's salary: Chief recommends a starting pay of \$45,236.42 which is a GS-7 rating. Position is non-exempt. Hourly wage would be \$21.75. Motion Bannon, 2<sup>nd</sup> Pierce to accept recommended annual salary and to authorize Chief Mulvey to hire individual. MC

- Discussion of family Christmas party and the annual awards banquet. Chief to draft something to the membership to determine the level of participation.

**Adjournment**

Meeting adjourned at the call of the Chair at 8:50 p.m.

Respectfully submitted,

  
Tracy Deloch, Secretary

  
Nancy Daugherty, Recorder

**Minutes of the Fern Creek Fire Protection District Holding Company  
Board of Trustees meeting  
September 14, 2020 7:00 p.m.**

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Meeting called to order by Chairman Ott at 8:50 p.m.

Members present: H. Ott, S. Pierce, T. Deloch (virtual), D. Bannon, C. Bauer, D. Shewmaker and E. Brown (virtual)

Guest present: Chief Mulvey, Lt. Col Evans, Daugherty, Attorney M. Leach (virtually) and several Department members (virtually) and members of the public (virtually)

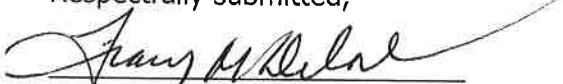
Motion Bannon, 2<sup>nd</sup> Shewmaker to approve August minutes as presented. MC

Chief Mulvey updated the Board on the CON status.

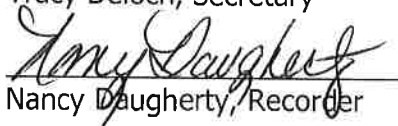
**Adjournment**

Meeting adjourned at the call of the Chair at 8:54 p.m.

Respectfully submitted,



Tracy Deloch, Secretary



Nancy Daugherty, Recorder

*All related material and correspondence, as specified by KRS 75.240, is available for review, according to the open records law, at the Fern Creek Fire Protection District's office located at 6200 Bardstown Road, Louisville, KY 40291*