

**Minutes of the Fern Creek Fire Protection District
Board of Trustees meeting
November 9, 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 889-050-285. 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/889050285> or via telephone by calling 1-872-240-3212 **Access Code:** 889-050-285. Board members have been notified via email and notice to the public was provided via posting at station # 1 (6200 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 7:04 p.m.

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

Guest present: Chief Mulvey, Deputy Chief Evans, Major Neal, Daugherty, Lt. Col Hutchens, Attorney M. Leach (virtual), Travis Frick and Matt Huelsman with Jones Nale and Mattingly (virtual) and several Department members (virtual) and members of the public (virtual)

- Motion Bauer, 2nd Shewmaker to approve October minutes as presented. MC
- Motion Brown, 2nd Shewmaker to approve June, July, August, September, and October financial reports. MC

Announcements & Correspondence

- July minutes filed and recorded with the Jefferson County Clerk's office on *10/06/2020*.
- August minutes filed and recorded with the Jefferson County Clerk's office on *10/15/2020*.
- September minutes filed and recorded with the Jefferson County Clerk on *10/26/2020*.
- Current bank statements available for review.
- Denton Group October report: *report provided prefiled bills for January's legislation and discusses 2021's legislative session.*

Old Business

- Recommended by-law changes were presented and discussed; Board will vote on recommended changes at the next meeting of this Board.
- Travis Frick and Matt Huelsman with Jones Nale and Mattingly was in attendance (virtually) to discuss the FYE 06/2020 audit and to answer any questions relating to the audit. Approval of the final audit is tabled next month due to pending clarification on accounts receivable entry regarding EMS billables. Motion Bauer, 2nd Shewmaker if it is determined that the A/R entry is correct, that the financial statements can be sent out to financial institutions for the purpose of obtaining a loan prior to the final audit being approved. MC
- Chief Mulvey explained the proposed departmental pay scale. Motion Bannon, 2nd Bauer to approve presented pay scale with the effective date of November 29th. Shewmaker and Brown abstained. MC
- Ethics Policy revision was presented last month by Attorney Leach. Board approved adding it to the bylaws. Motion Bauer, 2nd Brown to approve the Ethics policy presented by Attorney Leach at the October meeting for the employee and volunteer handbooks. MC

- Due to COVID, the family Christmas party has been cancelled and the banquet will be postponed until a later date. Lt. Col. Hutchens and the Community Affairs Committee will work together to have a drive thru gift giving event for the children of department members.

Chief and Committee Reports

Chief Mulvey: Reported on Fire and EMS runs for the month of October; Jennifer Crawford was hired as our Admin Assistant; reported that the recommendations presented by KBEMS has been postponed; 6 new firefighters are now assigned to their designated platoons; fielding calls regarding our tax increase; promotional process is underway. Chief is seeking approval to move forward with the promotional committee recommendations. Motion Bannon, 2nd Bauer to allow Chief to promote based on the promotional committee's recommendations. Shewmaker and Brown abstained. MC

Deputy Chief Storrie: reported on Fireman's fund balance; will work with the crew to approve purchasing Christmas gifts from the Fireman's fund; reported on ISO audit; Apparatus committee is meeting with manufacturer representatives.

Deputy Chief Evans: recognized and thanked Col. Storrie on his diligent work with the ISO audit; Station 4 crew is now at station 2; new COVID directive presented today; reported on issues and waiving of training hours with the State.; Reported on joint training for the month of October; joint trainings will be cancelled moving forward until COVID restrictions are lightened or lifted.

Lt. Col Hutchens: Congratulated Chief Mulvey on the winning the Chief of the Year award. Thanked Sgt Kurtz for his help in organizing the Halloween event; working with area ministries regarding contributing to the holiday food basket program; committee is working on a community food pantry box.

Major Neal: Reported on EMS run times; ambulances should be delivered in March; we are eligible for the current phase of the CARES act and are working to complete the forms by the end of the month; Mt. Washington Fire has obtained their CON; working on distance learning tools for training; PRN Paramedic interviews will take place next week. Motion Shewmaker, 2nd Brown in regards to the PRN paramedic hiring process, to hire the PRN Paramedics based on the committee's recommendation and approval of the Chief, and to establish a permanent hiring list, to be effective for 12 months, to fill any full time Paramedic position that becomes available. MC Noted in comments that full time employees will also be eligible to fill any open full time Paramedic position.

Major Schmidt: Physicals are due for all FF and EMS personnel.

Captain Elstone: Report included new businesses and new residential developments.

New Business

- Pierce presented interest rates obtained from five (5) financial institutions for the purpose of financing 2 ambulances; Pierce recommends staying with a seven (7) year term; Pierce recommends obtaining financing with Park Community Bank who presented the lowest interest rate with no fees or closing costs. Board notes that Trustee Bannon's wife is an employee of Park Community Bank and feel there is not a conflict of interest due to other financial institutions presenting proposals. Motion Bauer, 2nd Brown to approve financing the 2 new ambulances with Park Community Bank on a 7-year term with a fixed interest rate of 2.75% . Bannon abstained. MC
- Motion Brown, 2nd Shewmaker to go into a closed (executive) session at 9:09 p.m. to discuss 2 personnel matters. MC
- Motion Brown, 2nd Shewmaker to reopen meeting at 9:35 p.m. MC no action taken during closed meeting
- Motion Brown, 2nd Bannon to promote Fire Marshal Captain Elstone to the rank of Major and base his salary on the approved payscale. MC

Adjournment

Motion Brown, 2nd Shewmaker to adjourn at 9:40 p.m. MC

Respectfully submitted,


 Tracy Deloch, Secretary


 Nancy Daugherty, Recorder

**Minutes of the Fern Creek Fire Protection District Holding Company
Board of Trustees meeting
November 9, 2020 7:00 p.m.**

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Meeting called to order by Chairman Ott at 9:40 p.m.

Members present: H. Ott, S. Pierce (virtual), T. Deloch (virtual), E. Brown, C. Bauer, D. Shewmaker and D. Bannon (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 Brown, 2nd Shewmaker to approve October minutes as presented. MC

Motion Pierce, 2nd Shewmaker to approve June and July financial reports as presented. MC

New Business

Motion Bauer, 2nd Brown to only open the Holding Company if there are financial documents to approve or new business. MC


Adjournment

Motion Bauer, 2nd Shewmaker to adjourn at 9:44 p.m. MC

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