

**Minutes of the Fern Creek Fire Protection District
Board of Trustees
November 13, 2023, 7:00 p.m.**

In order to provide the highest level of public access, the Fern Creek Fire Protection District, in accordance with KRS 61.826 and recent Kentucky Supreme Court rulings, is providing access to all members of the public, both at a physical location at 6200 Bardstown Road, as well as via a video teleconference which can be accessed as presented on our website, www.FernCreekFire.com . It is understood that any board member attending via video teleconference must be able to be seen and heard, and in the event that there is a technology issue, provided a quorum remains, that trustee(s) will be able to attend the meeting, but may not vote until audio and video are reestablished. If enough trustees are unable to vote due to remote technology issues such that a quorum no longer remains, the meeting will be adjourned.

The following GoToMeeting link has been provided for those not able to or those choosing not to attend in person:

Monthly BOT Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/FCFEMS-Board-Meeting>

You can also dial in using your phone.

Access Code: 204-658-877

United States: [+1 \(224\) 501-3412](tel:+12245013412)

Get the app now and be ready when your first meeting starts:

<https://meet.goto.com/install>

A meeting invitation has been sent to each individual board member via email and notice to the public was provided via posting at Station # 1 and also on our website.

The meeting was called to order by Chairman Ott at 7:14 p.m.

Members present: Henry Ott, S. Pierce, L. Ash, C. Bauer, S. Cundiff, T. Deloch, and E. Brown.

Guest present: Deputy Chief Evans, Deputy Chief Early, District Chief Recktenwald, Major Ingersoll, J. Sebastian, Captain Shewmaker, Attorney Leach, J. Crawford, N. Daugherty, and J. Shelton. Major Eddleman, Major Hampton, and Captain Hoskins attended via GoToMeeting. Also in attendance was Travis Frick from Jones Nale Mattingly. It is noted that Chief Mulvey was on Excused Absence due to attending a conference.

The Fern Creek Fire Protection District 2022-23 Audit was presented by Mr. Frick.

Motion C. Bauer, 2nd Ash to approve the 2022-23 Audit as presented. MC unanimously. (Mr. Frick left the meeting).

Motion Ash, 2nd Deloch to approve the October Minutes as presented. MC unanimously.

Motion Ash, 2nd Brown to approve June, July, August, September, and October Financial Reports as presented. MC unanimously.

Announcements & Correspondence

- In accordance with KRS 15.257, the 2023 updated version of the 'Open Records & Open Meetings Act' and the latest version of 'Managing Government Records: A Cooperative Undertaking' (2021) were distributed by email to each Board Member and copies made available. Certificates of Receipt have been obtained from each Trustee and a Certificate of Distribution has been sent to the Attorney General's Office.
- Current bank statements are available for review.
- Denton Group October report: *See reports for detail.*
- July's Minutes were filed and a stamped copy was received.

Old Business

- Employee Handbook 209.1 'Temporary Ride-Up Differential Pay' *Draft* policy was presented and discussed. Change proposed in verbiage of the Ride-Up Differential Pay amount being noted on the Payscale according to calculation and increase rather than the amount being stated in the Employee Handbook policy, which would need to be updated with each payscale change.
- Motion E. Brown, 2nd S. Cundiff to approve the Employee Handbook 209.1 'Temporary Ride-Up Differential Pay' policy, with the above change, effective February 4, 2024. MC unanimously.
- Discussion held regarding Six-Month payrate review for Chief Mulvey, Deputy Chief Evans, and Deputy Chief Early as scheduled in June 2023 for November/December 2023. No action taken but to be reviewed with the next COLA increase.

Chief and Committee Reports

Chief Mulvey: Chief's Report – Presented by Dep. Chief Evans with the following items noted:

- Introduction of Facilities & Fleet Coordinator James Sebastian.
- Update/Wrap-Up of Applegate Incident was given.
- Sgt. Andrew Alexander was promoted to Captain/Training Officer and FF Jason Moran was promoted to Sgt.

Chief Officers: Dep. Chief Early and District Chief Recktenwald had nothing additional to report. Major Ellerman and Major Hampton had nothing to report.

J. Sebastian gave a report and answered questions regarding ambulance accident and the status of repairs that are underway.

Committees: Nothing to report

L. Ash spoke to the group and commended the Fern Creek Command Staff and all Fern Creek personnel who were involved in the Applegate Incident for their outstanding and professional performance during the incident.

J. Sebastian is in the process of collecting bids for Station #62 (FC St. 2) roof.

New Business

Motion L. Ash, 2nd S. Cundiff to approve the job description for Facilities & Fleet Helper as presented with the addition of a bullet point of: 'Perform all other duties as assigned' to keep in uniform with all other job descriptions. MC unanimously.

Motion S. Pierce, 2nd T. Deloch to approve the job description for Finance Administrator as presented. MC unanimously.

Motion S. Pierce, 2nd C. Bauer to approve the job description for Payroll Administrator as presented. MC unanimously.

Motion C. Bauer, 2nd L. Ash to approve the purchase of \$75 Amazon gift cards as Christmas gifts for all Full-Time Members, Auxiliary, Volunteers, Trustees, and Lifetime Members with budgeted funds of approximately \$20,225.00.

Discussion held regarding purchase of Engine to replace 2017 Seagrave at St. #71 (Highview St. #1).

Motion L. Ash, 2nd C. Bauer to make a cash purchase of a Pierce Engine for approximately \$850,000, less 4% discount for cash, with expectation of taking possession in six to eight months. MC.

Chairman Ott stated that a Disciplinary Hearing was set for Tuesday, November 21, 2023 at 4:00 p.m. for a personnel matter.

At 8:30 p.m., motion C. Bauer, 2nd T. Deloch to go into Executive (Closed) Session. MC unanimously.

At 9:09 p.m., motion E. Brown, 2nd Deloch to resume Open Session. MC unanimously.

Chairman Ott stated no action taken.

Motion E. Brown, 2nd L. Ash to hire a Court Reporter for the scheduled Disciplinary Hearing with arrangements to be made by Attorney Leach. MC unanimously.

Motion L. Ash, 2nd S. Cundiff to approve the change of health insurance carrier from Humana (no longer an option) to Anthem as presented. MC unanimously.

A moment of silence was observed for fallen Ballardsville Firefighter Thomas Petschke, Jr.

Observance was made in honor of all United States Veterans with additional recognition of those who serve on the department as well.

Adjournment

Motion E. Brown, 2nd T. Deloch to adjourn at 9:15 p.m. MC unanimously.

Respectfully submitted,



Larry Ash, Secretary



Joyce Shelton, 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.