

HIGHVIEW FIRE PROTECTION DISTRICT
7308 Fegenbush Lane
Louisville, KY 40228
August 8, 2022

The meeting was called to order at 19:00 p.m. with the following members present: Kenny Craigmyle, Dale Nason, Denise Drexler, Paul Weber, Doug Kelly, and Nate Ingersoll. Guests were Chief Rob Dwyer, Deputy Chief Shaun Carta, Major Sam Fife, Attorney Richard Head, and Joyce Shelton.

Nate Ingersoll made a motion to approve the July Minutes. Motion seconded by Doug Kelly. Motion carried.

Nate Ingersoll made a motion to accept the July Financial Reports. Motion seconded by Dale Nason. Motion carried.

It is noted that Financial Disclosures were completed as necessary and 'Proof of Receipt' forms for *Open Records* and *Your Duty Under the Law* documents were completed.

OLD BUSINESS:

It was reported that one of the Career Firefighter vacancies has been filled. Internal applications (Volunteers) have been accepted and the process to hire a Temporary Firefighter with intentions to hire full time if/when the Temporary employee has fulfilled or begun all State and department requirements.

Update was given on the progress of the KY Fire Commission Loan for the purchase of turn out and water rescue gear. Estimates have been received for the application process.

It is noted that Chief Dwyer attended the Kentucky Firefighter Association Conference and he and Deputy Chief Carta will be attending the upcoming Kentucky Association of Fire Chiefs Leadership Conference in Bowling Green.

Nate Ingersoll made a motion to: Give authorization to Chief Dwyer to sign the final documents for the Republic Bank Line of Credit; Make all Board Members and the Chief the designated Signature Holders to mirror the Sweep Account; and Give Chief Dwyer authorization to perform any additional tasks in order to complete the Line of Credit process. Motion seconded by Doug Kelly. Motion carried.

Denise Drexler made a motion to approve the concrete repairs at Station #2 (as previously approved) by Layne Contracting in the amount of \$9,600 with budgeted funds. Motion seconded by Nate Ingersoll. Motion carried.

Estimates are still being obtained for the AC replacement for Station #1.

Chief's Report was given.

EMS Report was given by Major Fife.

NEW BUSINESS:

Nate Ingersoll made a motion/resolution to certify the tax rate of 18 cents per \$100.00 for the 2022-23 Tax Year. Motion for the resolution was seconded by Paul Weber. Motion carried.

Note – County Tax Certifications will be filed by EFA Rebecca Bartlett and the State Certifications will be filed by the HFPD Administrative Staff (submitted on and confirmation received August 10, 2022).

Discussion held regarding forms used by the HFPD for documentation purposes. These forms will be developed further and discussed at the September Board of Trustees Meeting.

Nate Ingersoll made a motion to discontinue the GoToMeeting subscription. If virtual meeting become necessary in the future, another virtual website will be used that is free of charge/included in our Microsoft software package. Motion seconded by Doug Kelly. Motion carried.

Doug Kelly made a motion to accept the name of newly hired (8-3-2022) Firefighter/EMT Cameron Spalding. Motion seconded by Denise Drexler. Motion carried.

Discussion made regarding attempts to contact Intermittent (PRN) EMT Ryan Senavitis and Intermittent (PRN) Paramedic Elizabeth Comstock to discuss their inactivity of over nine months. Previous attempts have been made to contact to discuss their inactivity and have been unsuccessful. Attorney Richard Head gave some suggestions and additional attempts will be made in order to contact.

Discussion held regarding adding language in application/hiring process of Intermittent (PRN) employees regarding inactivity and needing to be 'rehired' after a length of inactivity.

Paul Weber made a motion to give Chief Dwyer authorization to sign any and all documents and provide any and all documents necessary to PNC Bank in order to remove Bud Harbsmeier (deceased) from the Signature Holder Card and to add Robert Douglass Kelly as a Signature Holder. Motion seconded by Nate Ingersoll.

It is noted that the transfer of the surplused 2008 Ford Expedition was completed on August 10, 2022.

Discussion held regarding 'premium pay' related to work performed by current Employees and Volunteers during COVID-19 time frame of March 2020 and December 2021. Chief Dwyer will

be attending a meeting by The League of Cities on Saturday August 13, 2022. This is federal money given to City of Louisville and some small cities, such as Hollow Creek and Heritage Creek, to disperse to personnel (Full-Time, Part-Time, Administrative Staff and Volunteers as per definition) of Emergency Services.

Discussion held regarding 'EMS SOP #103.16 – Post Critical Incident.' The SOP has been reviewed by Attorney Richard Head.

Nate Ingersoll made a motion to approve EMS SOP #103.16 – Post Critical Incident with corrections by Attorney Richard Head. Motion seconded by Denise Drexler. Motion carried.

It is noted that invoices have been reviewed and there have been no unauthorized payments.

Nate Ingersoll made a motion to approve and pay bills. Motion seconded by Doug Kelly. Motion carried.

Paul Weber made a motion to adjourn. Motion seconded by Nate Ingersoll. Motion carried.

The meeting adjourned at 21:30.



Cheryl Hogan, Secretary of the Board of Trustees
Highview Fire Protection District

Respectfully prepared and submitted by Joyce Shelton, Recording Secretary

Documents referenced in these minutes are kept at District Headquarters and are available for viewing and copying during regular business hours in accordance with Kentucky laws regarding Open Records and Record Retention.