

HIGHVIEW FIRE PROTECTION DISTRICT

7308 Fegenbush Lane

Louisville, KY 40228

January 11, 2021

The GoToMeeting/Live meeting was called to order at 19:00 p.m. with the following members present:

Kenny Craigmyle, Paul Weber, Denise Drexler, Nate Ingersoll, Cheryl Justice, and Junior Craig. Guests were Chief Dave Goldsmith, Deputy Chief Rob Dwyer, Major Roger Cecil, Attorney Richard Head, and Joyce Shelton.

Nate Ingersoll made a motion to approve the December minutes. Motion seconded by Cheryl Justice. Motion carried.

Junior Craig made a motion to accept the December Financial Reports. Motion seconded by Nate Ingersoll. Motion carried.

Nate Ingersoll made a motion to transfer \$350,000 from Republic Bank Sweep to the Line of Credit account and to transfer \$200,000 from the Republic Bank Sweep account to the ICS account. Motion seconded by Cheryl Justice. Motion carried.

OLD BUSINESS:

Nate Ingersoll made a motion to accept the proposal from HR Affiliates to review and update the Employee Handbook. Motion seconded by Cheryl Justice.

The Employee Handbook Committee will remain as is with the addition of Deputy Chief Dwyer. The Committee will meet with Jennifer Wheatly (HR Affiliates) to discuss the revisions.

New rescue tools and stair chair have been ordered.

Report was given for new employees that began January 4, 2021. Two of the new hires, Tara Eubank and Steven Shannon, as well as Eric Jones who was hired in August, briefly joined the meeting to be introduced to the Board.

Discussion held regarding situations such as #1184 needing repair during the past month and not able to wait for approval from BOT to proceed with repair. This will be discussed with the Audit firm and report back with answers and/or SOP in February meeting.

Chief's Report was given.

Junior Craig made a motion to sign contract with BMS to administer COBRA. Motion seconded by Cheryl Justice. Motion carried.

Personnel Report was given.

EMS Report was given.

NEW BUSINESS:

Nate Ingersoll made a motion for architect Charlie Keys to draft a drawing dorm addition for Station #3 for the amount of \$6,000. Motion seconded by Junior Craig. Motion carried.

Nate Ingersoll made a motion to accept the resignation of Volunteers Travis Burton and Rob Barnes. Motion seconded by Cheryl Justice. Motion carried.

It is noted that Recruit AJ James has resigned from the Recruit class due to potential CERS conflicts.

Cheryl Justice made a motion to sign agreement with Warren Technologies to upgrade/replace the current phone system with budgeted funds in the amount of approximately \$18,000 including all equipment, supplies and labor. Motion seconded by Denise Drexler. Motion carried.

Nate Ingersoll made a motion to purchase Toughbook Surface Pros for EMS. Motion seconded by Paul Weber. Motion carried.

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

Denise Drexler made a motion to approve and pay bills (including the mid-month necessary repair of #1184). Motion seconded by Nate Ingersoll. Motion carried.

Junior Craig made a motion to adjourn. Motion seconded by Cheryl Justice. Motion carried.

The meeting adjourned at 21:09.



W. D. Craig, 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.