

# **Fern Creek Fire Protection District Board of Trustees Meeting Minutes August 11, 2025**

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 4101 Bardstown Road, as well as via a video teleconference which can be accessed as presented on our website, [www.FernCreekFire.com](http://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.

## **Monthly BOT Meeting Video Teleconference**

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

[Click here to join the meeting](#) (Recurring Meeting Link)

Meeting ID: 272 252 133 378

Passcode: 5TsKFn

[Download Teams](#)

The meeting was called to order by Chairman Ott at 4:00 p.m.

Board Members present: Henry Ott, Larry Ash, Eric Brown, Kenny Craigmyle, Tracy Deloch, and Robert Thompson. Scott Cundiuff arrived at 4:15.

Guests present: Chief Evans, Deputy Chief Recktenwald, Assistant Chief Carta, Assistant Chief Dwyer, Assistant Chief Fife, Assistant Chief Hutchens, Major Ryan, Battalion Chief Preston, Attorney Leach, Jen Crawford, Dawn Nikolai, and Joyce Shelton.

Guests who virtually attended included Captain Bennett, Captain Hill, and several unidentifiable guests.

Motion Deloch, 2<sup>nd</sup> Thompson to approve the July Minutes as presented. MC unanimously.

The July Provisional Financials were distributed prior to the meeting and reviewed.

### **Announcements & Correspondence**

- Current bank statements are available for review.
- Denton Group July report: *See reports for details.*

**Items Noted:** None.

### **Old Business**

Update on the St. #73 expansion (former Highview #73 on Cedar Creek Road): Ribbon Cutting Friday, August 29, 2025.

Performance Evaluation is still pending and requested to remain on the monthly agenda and noted in the minutes.

Update from Attorney Leach regarding deeds: In progress.

Motion Ash, 2<sup>nd</sup> Brown to approve the Gift Policy distributed in July. MC unanimously. The Employee Handbook and Codes of Ethics will be updated and filed as required.

Update on Community Risk Assessment: In progress.

The field work for the FY 2024-25 Audit is complete with presentation to the BOT expected in October.

### **Chief and Committee Reports**

Chief Evans: Firefighter Recruit Graduation is Friday, August 15, 2025; and the Ambulance Simulator, funded by a grant, has been installed at St. #71 (former Highview #73 on Fegenbush Lane).

Chief Officers: Nothing to report.

Committees: Nothing to report.

Attorney Leach provided update on MOA with Louisville Metro for reimbursement to Suburban Fire Districts for Ambulance runs made within Louisville Metro.

### **New Business**

Motion Craigmyle, 2<sup>nd</sup> Brown to keep the same Voting Representatives for JCSFS (Any BOT and Chief as alternate) for FY 2025-26. MC unanimously.

Motion Ash, 2<sup>nd</sup> Thompson to continue cost-sharing with JCSFS for Denton Group and approve cost of no more than 15% increase for FY 2025-26. MC unanimously.

Motion Brown, 2<sup>nd</sup> Cundiff to approve changes made to the Floating PTO hours section of Employee Handbook (from #300 Holiday to #301 PTO). MC unanimously.

Motion Deloch, 2<sup>nd</sup> Ash to approve changes to Employee Handbook #213 Probation to be in line with current practices. MC unanimously.

Motion Ash, 2<sup>nd</sup> Thompson to approve the addition of PTO and Sick accrual rates for alternative schedules effective January 2026. MC unanimously.

Motion Ash, 2<sup>nd</sup> Cundiff to approve the 48/96 shift schedule for Fire Personnel and the 24/72 shift scheduled for EMS Personnel effective January 2026 with a one year trial period. MC with six Board Members voting in favor of the schedule change and one Board Member opposing.

Motion Thompson, 2<sup>nd</sup> Brown to approve the surplus of decommissioned medical items that are no longer capable of serving needs: LIFEPAK modem; monitor batteries; and battery chargers. MC unanimously.

Motion Craigmyle, 2<sup>nd</sup> Brown to approve the surplus of Minitor 5 pagers and chargers and to donate the items to other agencies. MC unanimously.

It is noted that the following documents for FY 2025-26 have been signed and filed as required: Tax Rate Resolution; Motor Vehicle Tax Certification; and Property Tax Certification.

Motion Brown, 2<sup>nd</sup> Cundiff to approve the use of Corporate Traditions (GiftYouPick option) for the disbursement of 2025 Christmas Gift to members of the department. MC unanimously.

Motion Ash, 2<sup>nd</sup> Cundiff to approve the amount of \$75.00 per Member for the 2025 Christmas Gift for Volunteers, Lifetime Members, Board Members, and Employees (including Part-Time and PRN personnel). MC unanimously.

At 4:44, it was stated that an Executive Session was needed to discuss personnel matters.

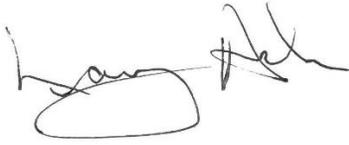
Motion Brown, 2<sup>nd</sup> Ash to go into Executive Session.

Motion Ash, 2<sup>nd</sup> Brown to resume Open Session at 5:16. MC unanimously.

It was stated that no action was taken in the Executive Session.

### **Adjournment**

Motion Brown, 2<sup>nd</sup> Ash to adjourn at 5:18 p.m. MC unanimously.

A handwritten signature in black ink, appearing to read "Larry Ash". The signature is stylized with a large, looped initial "L" and a cursive "Ash".

Larry Ash, Secretary

A handwritten signature in black ink, appearing to read "Joyce Shelton". The signature is written in a cursive style with a large, prominent "J" and "S".

Joyce Shelton, Recording Secretary