

FAIRDALE FIRE DEPARTMENT

DATE: February 10, 2025 COMMITTEE: Board of Trustee

PLACE: Station 1

CHAIR: Ron Weston

TIME: 7:00 pm

RECORDER: Melanie Coomer

PRESENT: Scott Clark, Mindy Stoess, Josh McIntosh, Carrie Blevins, Josh Mouser, Troy Newkirk, Luke Rhode, Greg Longacre, Chad Gardner (phone)

ABSENT: Rick Johnstone

Topic/Agenda Item	Significant Findings/Discussion/Conclusion	Recommendation	Action/Follow-up
CALL TO ORDER	Chairman Ron Weston called the Fairdale Fire Department Board of Trustees Meeting to order at 7:00 p.m.		
2023/2024 Audit	Greg Jackson, Auditor attended the meeting and discussed the audit he performed on the department. He went over the specifics of the audit including remodeling the kitchen, the purchase of a new engine, retirement costs, adjustments, etc.	Informational	Informational
EMS Loan	<p>Wes Adams – Eclipse Bank presented a proposal of terms and conditions for a loan for Fairdale to start an EMS service. A 3 million dollar draw term loan, 88 months. Invoices and such would need to be provided as equipment comes in. There would be a floating rate during the draw period, example given. Beginning in August 2027, the rate will be fixed at the prevailing prime rate with the same formula. During the draw, you would pay only interest, with the approximate payment listed. No prepayment penalty. Collateral would be a priority lien on the assets on the EMS operations. Plus a negative pledge agreement on titled vehicles.</p> <p>Eclipse Bank will offer 3.55% on the Fire Protection District’s Reserve Account.</p> <p>Kevin Quick – Republic Bank presented a 3 million dollar non revolving line of credit to term. Non-revolving means you can draw on it for 24 months, the non-revolving portion means that as you pay it down, it doesn’t become available to use again. 60 months total, payments will be interest only paid quarterly for the first 24 months. Starting year 3, annual principal reduction in years 3, 4 and 5. As collateral: a first lein on the municipality taxing authority. No early termination penalty. Interest rate is fixed for the term, tax exempt financing.5.81% Closing costs to be determined. No origination fee</p>	Informational	Informational

GENERAL BUSINESS			
APPROVAL OF MINUTES	A motion was made to accept the minutes from the January board meeting.	Mot.- Luke Rhode 2nd.- Greg Longacre	Motion passed with no objections
FINANCIAL REPORT	Republic Bank General Checking \$170,999.32, General ICS account (3.20%) \$1,904,836.58, Payroll Account \$128,393.63, Reserve account \$1.00, Excess from operating ICS (reserve) 3.20% \$2,546,975.82, Peak Performance \$1.00, Current year tax ICS 3.20% \$3,038,570.48, Total monies \$7,789,777.83. A motion was made to accept the financial report.	Mot.- Mindy Stoess 2nd.- Rick Johnstone	Motion passed with no objections
INVOICES TO BE PAID	Luke presented the Invoices to be Paid for approval in the amount of \$162,701.72 . HSA was paid this month so the amount was larger than normal.	Mot.- Scott Clark 2nd.- Troy Newkirk	Motion passed with no objections
OLD BUSINESS			
STATION 2 BATHROOM REMODEL (update)	McIntosh – floors have been completed. Total Cap Construction is working on the tile. Electrician has looked at the lighting. The Plumber has been in to look at the shower valves.	Informational	Informational
SAFE HAVEN BABY BOX	Shirley’s Way and Leslie Prather are willing to pay for the baby box. Carrie got contractor information from the Chief at PRP and Carrie and Josh will be meeting Wednesday to see which station will be a good fit.	Informational	Informational
2025/2026 BUDGET	At the last meeting Chief passed out the proposed budget for everyone to look over. She completed some revisions. She moved some things around to make things work so that she could put \$80,000 into debt services to help with the loan payment. \$10,000 was added to overtime to help cover shifts when a person calls in. HSA is maxed out, everyone is covered. No retirements this year. Health Insurance did not change this year. Pension went down 2.88%. Operations – added \$5000 for the EMS Lawyer fees. Nothing changed in Admin, the building is \$115,000 because there is still building improvement to do at Station 2. 12J is set at \$280,000 for the new apparatus, the new Tahoe, EMS, whatever we need it for. Personnel is at 69% of our total costs.	Tabled for the next meeting	
NEW BUSINESS			
EMS LOANS	L & N Credit Union wanted to do property loans with each station set as collateral. They wanted appraisals on the stations. Carrie will keep the email from L & N to prove that we have 3 proposals on loans. We have 3 bids on ambulances. Carrie has documentation from Penn that says that they will not hold us responsible if we do not get our CON and will take the ambulances back.		

	<p>Waiting on paperwork from Republic. The loan was tabled for the next meeting.</p> <p>A motion was made to pay the EMS Chief and Attorney Fees out of the budget</p>	<p>Tabled to next meeting</p> <p>Motion: Troy Newkirk 2nd: Mindy Stoess</p>	<p>Motion passed with no objection</p>
EMS DIVISION	<p>Certificate of Need – Lawyer agreement – Carrie asked for a motion to sign the agreement so the lawyer could start working on what is needed.</p>	<p>Motion: Troy Newkirk 2nd: Mindy Stoess</p>	<p>Motion passed with no objection</p>
	<p>A motion was presented to work with the lawyer to draw up a contract for an EMS Director/EMS Chief position on a part-time basis to work on the CON.</p>	<p>Motion: Gren Longacre 2nd: Mindy Stoess</p>	<p>Motion passed with no objection</p>
	<p>A Medical Director is required once we have the CON, everyone uses U of L Hospital and Dr. Price will be the Medical Director. His fee is \$12,000 annually.</p>	<p>Information only</p>	<p>Information only</p>
	<p>Ambulance Agreement – Carrie would like to move forward with Penn Care. She needs the agreement to state what the letter does and have Chad look over it if the board would vote per Chad's discretion.</p>	<p>Motion: Troy Newkirk 2nd: Scott Clark</p>	<p>Motion passed with no objection</p>
COMMITTEE REPORTS			
TRAINING	<p>3 new instructors</p> <p>13 our of 15 fire fighters are IFSAC certified</p> <p>Started working on training tower last week.</p>	<p>Informational</p>	<p>Informational</p>
FIRE MARSHAL	<p>Received his IFSAC Instructor</p> <p>Mini Storage – has to go through building and planning first</p>	<p>Informational</p>	<p>Informational</p>
SOG	<p>SOG 400 – revised on 2004 but it is obsolete. The committee has requested that it be eliminated. Workman's Comp and Holiday</p> <p>Working on a SOG on Live Burns – taken from Shepherdsville Fire Department – adding a Live Burn plan with a fit for duty form</p> <p>Working on getting everything ready by September</p> <p>Major Carter discussed an Emergency Vehicle operation. It talks about backing, cell phones, seatbelts, highway safety, emergency driving.</p>	<p>All tabled for a later meeting</p>	
	<p>Sick Leave Buy Back – there is a cap on sick time and vacation time. Once a person meets their cap they begin to lose time. The new policy will say that once a person meets their cap, they can</p>	<p>The language will be tweaked, represent to the board at the next meeting.</p>	

	<p>put in to buy back 100 hours of their time.</p> <p>If a person leaves the department they will be paid their time they have accumulated. The issue is that the policy is listed at the board's discretion. The other issue is how many people will be using the buyback option as they are reaching the cap, which could cause monetary issues if there are too many who have reached the cap. There is also the issue of the extra retirement that will be added to the 100 hours that the person will be earning on the hours that they are buying back.</p> <p>Should a doctor's note be required for each sick absence? Where do you draw the line?</p> <p>A sick bank? Is that something that is a possibility?</p>		
	Truck Committee – The truck has not been started on yet, however, it is supposed to be started on in June and should be delivered in October.		
	A motion was made to go to Executive Session to discuss Attorney/Client matters and potential contracts.	Motion: Mindy Stoess 2nd: Troy Newkirk	Motion passed with no objection
	Need to make a motion, once out of Executive Session, to approve payment for incident where fire truck was backed into a car.		
	A motion was made to go out of Executive Session	Motion: Scott Clark 2nd: Greg Longacre	Motion passed with no objection
DISMISS	Motion to dismiss meeting	Motion: Luke Rhode 2nd: Greg Longacre	

Respectfully submitted,

SCOTT CLARK
Secretary of the Board