

Minutes of Meeting  
Board of Trustees - NOFD  
Goshen Station - 1660 HWY 1793  
July 11, 2013

Trustees present were:

Schoenbachler, Emmanuel, Scherer, Thompson, Niedhardt, Cobb

Call to order at 7:05pm

Approval of minutes with corrections - motion by Trustee Scherer - seconded by Trustee Emmanuel all others voted for, with Trustee Neidhardt abstained.

Well new Trustee Pete Neidhardt. Trustee Scherer sworn in July 1<sup>st</sup> by County Judge.

Treasurer Report - General discussion of budget and issue with County Judge not receiving ~~minutes~~ <sup>budget</sup> timely. Motion to accept report by Trustee Scherer - Seconded by Trustee Emmanuel all in favor.

### *Old Business*

Elections held in June resulted in the election of Trustee Thompson for another term.

Light Duty Policy - General discussion with more revisions coming for next meeting.

### *New Business*

Managing Government Records - Being monitored by Chief.

Annual Election of officers resulted in the following:

Trustee Schoenbaechler - Chair (Motion by Trustee Cobb - 2<sup>nd</sup> by Trustee Neidhardt  
Trustee Cobb - Vice-Chair (Motion by Trustee Thompson - 2<sup>nd</sup> by Trustee  
Emmanuel)

Trustee Brown - Secretary (Motion by Trustee Scherer - 2<sup>nd</sup> by Trustee Cobb  
Trustee Scherer - Treasurer (Motion by Trustee Cobb - 2<sup>nd</sup> Trustee Thompson)

Annual Committee Report discussion - motion to accept by Trustee Scherer and seconded by Trustee Thompson

Annual approval of SOG's - Motion by Trustee Scherer and seconded by Trustee Emmanuel

Trustee Scherer made a motion about the payment of the 145k payment do for August and seconded by Trustee Emmanuel – all voting in favor.

Goals and Measures – Trustee Scherer discussed the first of series discussions about goal setting and setting the department on a plan.

Respectfully Submitted – By Trustee Cobb (acting Secretary).

Minutes of meeting  
Board of Trustees- NOFD  
Goshen Station – 1660 HWY 1793  
August 8, 2013

Trustees present were= J. Schoenbachler, Pete f G. Cobb, H Brown  
S Thompson, R Scherer, P Neidhardt  
Also present Chief Stoltz.

Call to order 7:08p

August Minutes

Minutes amended to reflect changes made to NOFD budget.  
Motion = G Cobb Second= R Scherer  
All in favor

OLD BUSINESS

Limited/light duty policy: R Scherer presented new draft of policy.  
Discussion: H brown objected to wording specifically confusing  
paragraph regarding 4<sup>th</sup> battalion and paid staffing. It was agreed the  
draft would be revised and discussed at September meeting.

Chief yearly evaluation: Chairman/committee will meet with the Chief  
and to review written evaluation. The trustees will discuss same at the  
September meeting. Pending Legal opinion from counsel re: Executive  
discussion of chief 's Evaluation.

NEW BUSINESS

Auditor RFP /Bid opening  
Bids submitted by four firms:  
Henson and Associates, Kelly King and CO, Amick and CO, Goodman and CO  
Before bids were opened Chairman provided trustees with a worksheet with  
suggested scoring criteria (see attached)  
Bids were opened and Amic and Co was chosen(See attached bids?.) With the  
stipulation that a new principal Auditor was used for NOFD account.  
Motion for Bid selection= R Scherer Second: G Cobb  
Motion passed unanimously.

GOALS 2013: Joe S chairman: compiled List of Goals based on discussion in August  
meeting.

Discussion: the trustees agreed on the need for more specific information to focus goals. Asked the chief for fire/Ems run and response statistics for 2012/13  
Chief said he would try to compile the information for the next meeting.

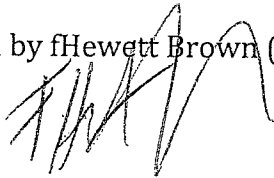
ISO rating changes will go into effect as of November 2013:  
Some parts of district moved from 5 to 4 other mostly rural areas moved from 9 to 8B.

Public comment:

John Dethridge asked if NOFD could petition ISO to review the application and possible ask for a demonstration of Water shuttle and possible receive a better rating.

Meeting Adjourned

Respectfully submitted by fHewett Brown (secretary)

A handwritten signature in black ink, appearing to be 'fHewett Brown', written over the typed name in the signature line.

Minutes of meeting  
Board of Trustees- NOFD  
Goshen Station - 1660 HWY 1793  
September 12,2013

Trustees present were= J. Schoenbachler, G. Cobb, H Brown  
S Thompson, R Scherer, P Neidhardt, Tom Emmanuel  
Also present Chief Stoltz.

Call to order 7:00pm

August Minutes

Motion to approve = R Scherer Second= S Thompson  
All in favor

OLD BUSINESS

Light Duty Policy: R Scherer presented revised policy with wording  
Options.

Discussion: Specific wording, Board discussed and voted on specific  
controversial phrases.

Paragraph 1 wording = Joe S motion, T Emmanuel Second  
All in favor

Paragraph 2 wording = Joe S motion, T Emmanuel second  
All in favor.

Motion to accept document after changes = Joe S motion, T Emmanuel  
Second

6 members in favor, one nay =H Brown (policy is attached)

Chief Evaluation: Chairman read main points of Evaluation and asked  
for discussion. Trustees asked for new draft with bullet points that can  
act as benchmarks to measure future performance. Approval was tabled  
until October meeting.

NOFD goals: being drafted

NEW BUSINESS

Surplus materials: List is available from the chief= board asked Chief  
Stoltz try to liquidate items for a reasonable price.

Discussion re clarification of Legal representation: Board does not keep any specific counsel on retainer. NOFD and trustees do subscribe to a on line subscription service with specific information and advice relevant to KRS 75

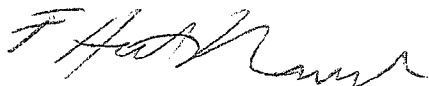
Open records request: Trustee Neidhardt filled an open records request And expressed concerns with the timely response (request attached) Trustee Neidhart was presented with written correspondence from Chief Stoltz regarding Timely resolution of his request (attached)

Tax Rate: Trustees moved to Keep tax rate at 10c  
R Scherer motion, second G Cobb all in favor.

Next trustee meeting will be moved form Oct 10 to Oct 9  
Chief will post announcements.

Public Comment: none  
Meeting Adjourned

Respectfully submitted by fHewett Brown (secretary)



**NOFD Board of Trustees October  
Meeting Minutes for September 9,  
2013**

*October*

**Trustees: Chairman Joe Schoenbaechler, Pete Neidhardt, Hewett Brown, Scott Thompson, and Randy Scherer,**

**Also attending: Chief Stlotz and Assistant Chief Dahl**

**September Minutes:** passed without amendment Motion= Joes S Second= S Thompson

**Treasures Report:**

Significant expenditure \$10,000 = new gear otherwise current expenditures are running close to projections.

**Old Business:**

*1481*  
1481= the board declared ~~1498~~ surplus and will be donated to Dunnville fire dept terms= \$1 not to be used as Ambulance.

**Open records:** Trustee Neidhardt felt that the request was not fulfilled will provide more details in the near future.

**Chief Stoltz's review: H Brown explained changes in draft document= Generalized= bullet points. The board accepted the comities changes and approved review. Motion= S Thompson, Second= Joe S  
3 In favor/ P Neidhardt Abstained.**

**Run Numbers and times: Board was presented with stats for runs in the last quarters.**

**New Business:  
R Sherer arrived late**

**September Minuets signed Chief Stoltzs will file with county clerk.**

**Received and signed letter of intent with Auditor .**

**Chief's report: attached.**

**Public Comment: none  
Motion to Adjurne: H Brown 2=S Thompson**

**Respectfully submitted NOFD  
Hewett Brown.**



# **NOFD Board of Trustees October Meeting Minutes**

October

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Nwitt B.*

**Trustees: Chairman Joe Schoenbaechler, Pete Neidhardt, Hewett Brown, Scott Thompson, Randy Scherer**

**Also attending: Chief Stlotz and Assisant Chief Dahl**

**September Minutes:** passed without amendment Motion= Joes S Second= S Thompson

## **Treasures Report:**

Significant expenditure \$10,000 = new gear otherwise current expenditures are running close to projections.

## **Old Business:**

1498= The board declared 1498 surplus and will be donated to Dunnville fire dept terms= \$1 not to be used as Ambulance.

Open records: Trustee Neidhardt felt that the request was not fulfilled will provide more details in the near future.

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3 In favor/ P Neidhardt Abstained.**

**Run Numbers and times: Board was presented with stats for runs in the last quarters.**

### **New Business:**

**September Minuets signed Chief Stoltzs will file with county clerk.**

**Received and signed letter of intent with Auditor .**

**Chief's report: attached.**

**Public Comment: none**

**Motion to Adjurne: H Brown 2=S Thompson**

**Respectfully submitted NOFD board Treasurer  
Hewett Brown.**

# **NOFD Board of Trustees November Meeting Minutes Held NOFD Goshen station November 14,2013**

**Trustees in attendance: Chairman Joe Schoenbaechler, Pete Neidhardt, Hewett Brown, Tom Emmanuel, Randy Scherer, and Greg Cobb  
Also attending: Chief Stlotz and Assistant Chief Dahl**

**October Minutes: Accepted  
Motion= R Scherer Second= T Emmanuel**

## **Treasures Report:**

**Property check should arrive in late November looks like NOFD will avoid any shortfall this year. Discussion: R Scherer suggested using some cash reserves to begin paying down debt. The board was in general agreement and Trustee Scherer said he would look into options and report back at the December Meeting.**

**Discussion: Reporting checks over \$5000. R Scherer suggested we need a motion with more specific wording.**

**Motion= Treasurer will report any expenditure over \$5000 unless they are standard running/budgetary expenses. R Scherer Motion, T Emanuel Motion second. Motion passed with all in favor.**

**Public Comment:** none

**Motion to Adjurne:** H Brown second by Greg Cobb  
**All in favor.**

**Respectfully submitted by**  
**Hewett Brown.**

## **Old Business:**

1481= \$1 sale final picked up by Dunvile FD

## **New Business:**

Audit set to begin Nov 18<sup>th</sup>

General Discussion: of staffing and response specifically Weekend response and how it fit into the Current long-term plan being developed by the board. H Brown expressed concern that the staffing issues might be a more pressing short term issue. Chief Stlotz said he had several plans to resolve the issue and would report back at the next meeting.

Discussion: Holiday Parties/Awards banquets. Trustee Neidhardt questioned if the funding of Banquets/parties was an appropriate budgetary expenditure. He provided a copy of a revlant KRS ruling to support his argument. Chief Stlotz said he would consult with legal counsel and report back to the board during the December meeting.

**Chiefs report= Attached**

**NOFD Board of Trustees December Meeting Minutes for December 12, 2013**

**Trustees: Chairman Joe Schoenbaechler, Pete Neidhardt, Hewett Brown, Scott Thompson, Tom Emmanuel and Randy Scherer,**

**Also attending: Chief Stoltz and Assistant Chief Don Dahl, Assistant Chief Charlie Hebel**

**October Minutes: passed without amendment Motion= G Cobb Second= R Scherer**

**Treasures Report:**

**Property tax check received and deposited.**

**Discussion: R Scherer still working with PNC on Penalty details for debt payment will report results to the board. Budget: monthly overage a result of server/IT work. Chief working with Admin assistant and to get budget categories more specific.**

**Chief's Report: Attached**

**Motion to accept report: G Cobb, Second: R Scherer all in favor**

**Old Business: Discussion: Long term planning /personnel planning continues to work towards a final long term planning document/plan. Chief Stoltz presented the board with proposal Re: Weekend daytime staffing. It was decided that trustees would look over proposal and discuss at the January Meeting.**

**Audit: In progress will have report during January meeting.**

**New Business: November Minutes filed**

**New Social media policy: Chief distributed draft to the board, will discuss at January meeting.**

**Discussion: Letter from Maurice Burns RE: Independent Investigation.**

**Copies were distributed to Trustees and Assistant Chief C Hebel.**

**Assistant Chief Hebel expressed his dissatisfaction with the investigation and felt the department had more pressing disciplinary concerns.**

**Motion to convene executive session.**

**For disciplinary discussion.**

**Motion: G Cobb Second: T Emmanuel**

**All trustees in favor.**

**9:46 pm out of Executive session: no disciplinary actions taken.**

**Public Comment: NONE**

**Motion to Adjourn: G Cobb Second: S**

**Respectfully submitted NOFD**

**Hewett Brown.**

## Minutes for the North Oldham Fire Department Board Of Trustees Meeting January 9, 2014

Attending = Chairman Joe Schoenbaechler, Treasurer Randy Scherer, Secretary Hewett Brown, Trustee Schott Thompson, Trustee Pete Neidhardt, Trustee Tom Emmanuel, Trustee Greg Cobb also attending: Chief David Stoltz assistant Chief Don Dahl.

Approval of minutes: Approved unanimously without amendment. Motion G Cobb, Second R Scherer

Treasures Report: Nothing Significant to report budget lining up with projections. Treasurer Scherer proposed motion to pay One hundred Thousand towards debt on 1431/1432(pumpers) their debt being bundled and without significant payment penalties. The funds would come from existing cash reserves. Motion was approved unanimously Motioned R Scherer Second S Thompson.

### Old Business:

Yearly Audit report presented by Gordon Peterson, a copy of the report is attached.

Media Policy: prior to meeting Chief Stoltz sent out draft copy of the new policy. Policy was approved unanimously with changes to paragraph 4 = more specific wording, policy attached. Motion H Brown Second R Scherer

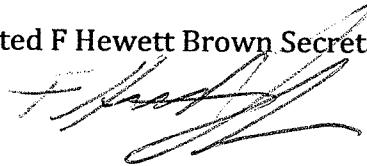
Long Term Planning: Chairman Schoenbaechler presented the board with chart anticipating the cost of future full time staffing. Estimates were based on South Oldham Fire Departments current staffing levels. Some discussion of new weekend staffing program and new payroll costs. It was decided not to amend the budget at this time.

New Business: Minutes filled with county clerk

Chiefs Report attached.

Motion to Adjourn= G Cobb second H Brown

Respectfully submitted F Hewett Brown Secretary NOFD Fire protection District.





**NORTH OLDHAM  
FIRE PROTECTION DISTRICT**

Post Office Box 3  
Goshen, KY 40026  
[www.nofd.org](http://www.nofd.org)



**David P. Stoltz, Chief**

**Joe Schoenbaechler, Chairman**

**Administrative Offices - 502-228-1447**

**FAX - 502-228-3195**

**NORTH OLDHAM FIRE PROTECTION DISTRICT TRUSTEES**

***Meeting Agenda for Thursday February 13, 2014***

***NO Meeting this Month***



Minutes for the North Oldham Fire Department Board  
Of Trustees Meeting March 6, 2014

Attending = Chairman Joe Schoenbaechler, Treasurer Randy Scherer, Secretary Hewett Brown, Trustee Scott Thompson, Trustee Pete Neidhardt, Trustee Tom Emanuel, Trustee Greg Cobb also attending: Chief David Stoltz.

Approval of minutes: Approved unanimously without amendment. Motion G Cobb, Second R Scherer

Treasures Report:

On Track for budget projections Monthly overages: = to Utility costs ( cold temperatures in February and March) Personal costs over as well a result of paid staffing Saturday and Sunday. See attached budget sheet.

Motion to accept Treasurers report: Tom Emanuel.  
Second: Greg

Old Business:

ANNUAL GOALS: Chairman Schoenbaechler presented the Trustees with a detailed report on the department's progress towards goals set in 2013. The report indicated progress in many areas but the body did have some questions about some of the run statistics. The chairman said he would look into the issues and get back to the trustees during old business in the April meeting.

5-YEAR PLAN: Trustee Cobb presented the Board with a chart-outlining path for NOFD over the next 5 years. The Department is well equipped has excellent facilities though there may be a need to remodel the skylight station in the near future. Any significant expenditure in the next few years will most likely be in staffing. Trustee Cobb is still working on the issue and will report back to the body later this year with better idea of staffing issues.

New Business:

**BUDGET AMENDMENT:**

Discussion: There was some discussion regarding why the department was amending the budget so late in the year= NOFD Trustees have traditionally amended the budget when reasonable unforeseen expenditures have arisen. It was decided that going forward the board would try to get closer to budget projections by using more specific line items and using the pervious years monthly numbers to set the overall budget.

There was also some discussion regarding are current accounting practices. It was decided that while there was no need for any more specific auditing. Treasurer Scherer is going to look into tightening up the boards finical practices and report back in the April report. Tom Emanuel Made a motion: to amend NOFD yearly budget as show in attached budget report. Second: Greg

Cobb In favor: Hewett Brown, Greg Cobb, Tom Emanuel,  
Scott Thompson, and Randy Scherer  
Against the motion: Pete Neidhardt.

Chiefs Report attached.

Public Comment: John Dethridge asked if he could post political/election flyers on the department bulletin board it was decided no election materials could be posted but could speak to NOFD members for a few minutes before we night training. Providing time allows and the candidate had cleared his/her appearance with the training coordinator first.

Executive Session: The trustees convened an executive session to discuss possible disciplinary actions.  
No action was taken

Motion to Adjourn= G Cobb second H Brown

Respectfully submitted F Hewett Brown Secretary  
NOFD Fire protection District.

Minutes of the  
North Oldham Fire Protection District Board of Trustees

Thursday, April 10, 2014

The North Oldham Fire Protection District Board of Trustees met on April 10, 2014 at 7:00 pm for their regular meeting at the Goshen station. Members present were Joe Schoenbaechler, Gregg Cobb, Randy Scherer, Tom Emanuel, and Pete Neidhardt along with Chief David Stoltz.

Approval of Minutes: Motion was made by Scherer and seconded by Emanuel to approve the minutes of the March 13, 2014 meeting. Motion carried.

Treasurer's Report: Scherer presented his report. A question was raised as to whether the Board was to review all unscheduled expenses over \$2,500 or over \$5,000. Motion was made by Emanuel and seconded by Schoenbaechler to accept the Treasurer's report. Motion carried.

Amended 2014 Budget: Chief Stoltz presented a revised budget for the current fiscal year due to increased expenses in personnel. Motion was made by Scherer and seconded by Emanuel to approve the amended budget. Motion carried with Neidhardt in opposition.

State Fire Commission: The Commission has requested that we repay \$6,200 in incentive pay due to insufficient training hours for two employees for last year. Since the incentive pay is an employee benefit, the department will incur this expense. Chief will discuss several questions regarding this issue with the Commission. Chief has already implemented steps to prevent this happening in future.

Social Media Policy: The policy will remain intact for now.

River Bluff/Countryside Taxing District: We have been informed that the fire district is considering merging with Harrods Creek. Chief to reach out to County Judge and others about concerns.

Trustee Terms: Appointed Trustee Schoenbaechler and elected Trustee Cobb have terms that expire this year. The election committee to handle advertising and duties therein.

Fiscal Year 2014-2015 Budget Review: Chief discussed line by line each of the items for the proposed 2014-15 budget, followed by general discussion.

Chief report delivered.

Motion by Cobb to adjourn, seconded by Emanuel .

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Gregg Cobb, Acting Secretary

## Minutes 04-10-2014 NOFD Board

APPROVE  
Next  
Meeting

State Fire Commission discussion and the \$6,200 fee. The Chief to discuss with the state if its an all or nothing situation. Chief has already implemented steps to prevent in future

Amended Budget Discussion - Motion to approve by Trustee Scherer, Second by Trustee Emmanuel. All in favor, opposed by Trustee Neidhart.

Discussion of social media policy – keeping the policy intact for now.

Discussion of River Bluff/Countryside taxing district. Chief to reach out to county Judge and others about concerns.

Discussion around Trustee terms – appointed Trustee Joe S and elected Trustee Cobb terms expire this year. The election committee to handle advertising and duties therein.

Chief discussion line by line each of the items for the proposed 2014-15 budget. General discussion.

Chief report delivered.

Motion by Trustee Cobb to adjourn, seconded by Trustee Emmanuel

NOFD Minutes for Meeting  
5/8/2014  
Trustee Cobb Acting Secretary

Call to order 7:12p – All trustees in attendance minus Hewitt Brown

*Approval of minutes* – deferred to June’s meeting as we only had half the minutes.

*Treasurers Reports* – General discussion with some thoughts around “renting” training space – the thought was to have a document written up and approved as to show the agreement for clarity. Motion to accept the treasurers report by Trustee Cobb and seconded by Trustee Neidhardt, approved by all.

*Old Business:*

*Budget Review* – General discussion with thought and questioning around staffing level and the board’s flexibility and reality of what staffing could look like going forward. The need to recruit and retain volunteers is still paramount. Trustee Emmanuel wanted to go on the record stating his questioning around volunteers was by no way to suggest he was anti-volunteer but rather serious questioning on staffing. An inquiry was made around River bluff for budgeting but no decisions have been arrived to by the group so the board will act as if nothing changes for this budget. Motion to accept the new budget for 2014-15 by Trustee Scherer and seconded by Trustee Emmanuel, all in favor.

*Social Media Policy* – General on-going discussion – Chief tasked with to examine all facebook and nofd.ord site for items that should not be published.

*New Business:*

*Legal* – Papers were served to NOFD re: Michael Williams from Jefferson Co Circuit Court and our insurance company is handling our legal case.

*Election Committee Report* - Two candidates are vying for the property owner trustee position. The committee to meet prior to the election to get advertising and information per KRS75. Election is on June 28<sup>th</sup> and as always will be held at NOFD – Goshen station.

*Chief’s Report* – General information and discussion. Medical physicals needed on some personnel as time is running short for them to complete.

Motion to Adjourn by Trustee Cobb

Respectfully submitted by Trustee Cobb acting secretary.

cm

# Minutes of the North Oldham Fire Protection District Board Of Trustees June 12, 2014

The NOFD Board of trustees met on June 12 2014 7:05pm at the Goshen station. Members Present were Joe Schoenbachler, Gregg Cobb, Randy Scherer, Tom Emanuel, Hewett Brown and Pete Neidhardt. Chief David Stoltz was also in attendance.

Approval of Minutes: Motion to accept approved without amendment, Randy Scherer 2econd motion carried all in favor

Treasure's Report: spending proceeding along the lines of approved budget

Department in good position for usual cash shortage in early fall. Chairman Schoenbachler and Randy Scherer attending training with the state RE: online budget database for all Taxing districts effective July 1. Greg Cobb Motion: to modernize accounting system by moving management online. Second, Tom Emanuel motion passed unanimously.

### Old Business:

Election Committee discussion: Eligibility of candidates/who should appear on ballet

Motion Pete Neidhardt= Hold election with both candidates on ballet and then refer results to Oldham county attorney for opinion before moving forward. Second=Hewett Brown motion passed Greg Cobb abstained.

### New Business:

Discussion of State Training Hours proper entry and record keeping. It was decide that an internal audit was necessary to explore extent of training record irregularities. The Audit will be conducted by FF Tim Conway and Tom Emanuel they will report back to the board during the July meeting.

Discussion: cameras: Negatively effecting moral. Cost of cameras.

Approved  
7/10/14

Chiefs Report: Attached

Public comment:

FF Joe Johnson expressed displeasure remote viewing of security footage.

FF Dave Morgan discussed effect of cameras on Moral.

Motion to adjourn Greg Cobb second Hewett Brown Motion

Passed all in favor.