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**MINUTES**  
**Regular Meeting**  
**27 – January - 2021**  
**Louisville and Jefferson County Hazardous Materials**  
**Ordinance Appeals and Overseers Board Meeting**  
**Via Zoom**

**Call to Order** The meeting was called to order at 1:00 P.M.

**Roll Call** **The following Board members were present:**  
Charles Adkisson, Louisville Fire Department; Kori Andrews, Cemex; George Becker, Retired; Sean Dreisbach, Jeffersontown Fire Department; Cheryl Fisher, Accord Advising; Corinne Greenberg, Eckart America; and Connie Mendel, Louisville Metro Health and Public Wellness

**The following Board member was absent:** Peter Raymond, Nucor

**The following MSD staff were present:**  
Michael Moore, Industrial Programs Manager, Bob Pifine, Hazmat and Industrial Stormwater Supervisor, Jackie Quarles, Deputy General Counsel, Daniel Sullivan, PC Support Specialist II, Beth A. Tanner, Administrative Assistant – Industrial Waste

**The following Guests were present:**  
Chief Brown, Thad Keel, Counsel for Ford Motor Company, Alan Lewis, Board Chair Camp Taylor Fire Department, Mark Little, Chief Okolona Fire Department

**Meeting Minutes Approval** March 19, 2018 Meeting Minutes were reviewed. A motion was made to approve by Sean Dreisbach, the motion was seconded, and the minutes were voted approved as written.

- New Business**
- A. **Introduction of Board Members:** Board Members introduced themselves and provided a brief synopsis of their professional backgrounds and participation in various organizations.
  - B. **Introduction of MSD Personnel:** Michael Moore introduced MSD personnel present.
  - C. **Introduction of Guests:** Guest participants identified themselves and their professional affiliations.
  - D. **Board Officer Elections:** Michael Moore reminded Board members that three officer positions needed to be filled: Chairperson, Co-Chairperson, and Recorder. Corinne Greenberg made a motion to nominate herself as Co-Chairperson. George Becker made a motion to accept Corinne Greeberg’s self-nomination. The motion was seconded and voted

as approved. Connie Mendel made a motion to nominate herself to the position of Chairperson. Corinne Greenberg made a motion to accept Connie Mendel's self-nomination. The motion was seconded and voted as approved. A motion was made to nominate Cheryl Fisher by George Becker as Recorder. Ms. Fisher expressed hesitation to accept the motion due to the administrative responsibilities of the position of Recorder. Michael Moore explained that the bylaws of the Board could be amended to include MSD support for the position of Recorder and offered MSD administrative assistance to the Recorder position. With this assistance in place, Cheryl Fisher accepted the nomination by George Becker to the role of Recorder. The motion was seconded and voted as approved.

- E. **Overview of the Board Appointment Process, Bylaws and Discussion regarding Expiring Board Appointments:** Michael Moore provided an overview of the Board appointment process, group bylaws and discussed those members whose Board appointments will be expiring in 2021. Both George Becker and Sean Dreisbach indicated an interest in applying for reappointment to the Board. There is one vacant position that can be filled immediately. Recruitment efforts were discussed for filling the immediate opening. Michael Moore offered to send contact information regarding the process for applying for reappointment. A motion was made by Cheryl Fisher to amend the Board bylaws to include under the role of Recorder that MSD will provide administrative assistance with Recorder responsibilities. The motion was seconded and voted as approved.
- F. **Overview of Hazardous Material Ordinance (HMO):** Michael Moore presented an overview of the HMO to members.
- G. **MSD's Role as the Administering Agency of the HMO:** Michael Moore gave a brief overview of MSD's role in administering the HMO to members.
- H. **Appeals Process:** Discussion took place regarding how to proceed forward in gathering information and setting dates for a special meeting and hearing. Chairperson Mendel requested MSD reports to be provided to the Board and all reports and documentation from all parties to the appeal to be submitted to MSD and then provided to the Board. Chairperson Mendel also requested any previous, similar appeals to be provided to set precedence. Michael Moore indicated that he is unaware of any similar appeals to be presented at this time. Michael Moore also recommended that all information be submitted to all Board members rather than just the Board chairperson so all members are duly informed.
- I. **MSD Emergency Response Incident Report (2018 – 2020):** Michael Moore presented the Emergency Response Incident Report including the years 2018 through 2020. A motion was made by Corinne Greenberg for future reports to be presented in two different formats: (1) all emergency response incidents and (2) Hazmat specific emergency response incidents only. The motion was seconded and voted as approved.
- J. **Schedule Hearing for Notice of Appeal for Okolona Fire District Incident #19-9001886:** A motion was made by chairperson Mendel for special meeting/appeals date to be April 21, 2021 beginning at 1:00 P.M. The motion was seconded and voted as approved. All pertinent materials will be submitted to the Board no later than March 26, 2021.

**Other  
Business**

Charles Adkisson pointed out a possible conflict of interest with Sean Dreisbach participating in the hearing regarding the Okolona Fire District/Ford Motor Company Incident due to the fact that Sean Dreisbach is a member of Jeffersontown Fire Department and Jeffersontown Fire Department is a party to the hearing. The Board bylaws were reviewed and Sean Dreisbach agreed to recuse himself from the hearing actions.

A procedural point was made by Jackie Quarles that all Board members should keep cameras on during meetings.

Discussion was held regarding the hearing decisions of the Board to be a recommendation to the Director of the Public Protection Department and he or she shall then issue a written decision within 10 business days of receipt of the Board's recommendation. Following that, the decision may be appealed to a court of competent jurisdiction.

**Proposed Date of Next  
Regular Meeting**

A motion was made by chairperson Mendel to schedule the next regular meeting for July 28, 2021 to begin at 1:00 P.M. The motion was seconded and voted as approved.

**Adjourn**

A motion was made by Sean Dreisbach to adjourn the meeting at 3:10 P.M. The motion was seconded and voted approved.