

PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT BOARD OF TRUSTEE MEETING MINUTES

Date: October 18, 2021 Approved 11/15/2021

Time: 6:30 pm

Attendees: Trustees James Taylor (Chair), Butch Sample (Secretary), Leslie Ryan, Betty Jarboe, Tony Butler, and Matt May; Deputy Chief Jason Meiman, Gayle Bolton, Angela Hatchett, and Maurice Byrne Jr.

Absentee(s): Trustee Charles Ford (Treasurer) and Chief Doug Recktenwald

OPENING OF PROCEDURES: Chair Taylor called the meeting to order at 6:30pm.

Approval of Board Minutes for September 20, 2021: Motion by Trustee Butler to approve as read, Second by Trustee May. Vote taken; motion carried.

CORRESPONDANCE:

- Mary Jane Whitaker sent a card and dropped off pastries expressing her appreciation for the crew helping with her tire.

FINANCIAL REPORT:

General Fund Checking Account/Forcht Bank beginning September 1, 2021:	\$ 679,368.96
Total receipts for deposits:	\$ 813,177.76
Total monies available in General Fund Checking Account:	\$1,492,546.72
Total disbursements:	\$1,257,497.57
Ending balance on September 30, 2021:	\$ 235,049.15

Money Market Saving Account/Forcht Bank beginning balance September 1, 2021:	\$4,830,379.07
Interest earned for August:	\$ 1,332.04
Monies transferred into Money Market Saving Account:	\$ 0.00
Monies transferred into General Fund Checking Account:	\$ 600,000.00
Monies transferred into Holding Company Account	\$ 0.00
Ending Balance on September 30, 2021:	\$4,231,711.11

Holding Company Account beginning balance as of September 1, 2021:	\$ 817,439.69
Interest earned for August:	\$ 143.38
EFT Deposited into Holding Company Account:	\$ 94,344.26
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on September 30, 2021:	\$ 911,927.33

Total Funds Available (General Fund + Money Market + Holding Company):	\$5,378,687.59
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Trustee May motioned to approve the Financial Report as read, second by Trustee Butler. Vote taken; motion carried

COMMITTEE REPORTS

FINANCE COMMITTEE: Please note the Finance Committee Meeting was cancelled

Monthly Financial Update:

- The Board reviewed the following reports:
 - Expenditures & Income and Balance Sheets FY 2021-2022
 - Budget vs Actual
 - Fiscal Year Budget Review
 - Revenue Tracker

OLD BUSINESS: N/A

NEW BUSINESS:

- Chief's updated "4-Year Strategic Plan" will be presented at the November Board Meeting.

PERSONNEL COMMITTEE: Please note the Personnel Committee Meeting was cancelled

OLD BUSINESS: N/A

NEW BUSINESS

Fire & EMS Personnel

New Hires (Full-time, Part-time): Pending background checks, etc:

David Todd – Full-time Paramedic
Samantha Baines – Temporary Part-time EMT
Racheal Warner – Temporary Part-time EMT

- Reactivations/Reinstatements: N/A
- Interim Positions/Appointments/Promotions, Demotions, Transfers, etc.: N/A
- Leave of Absence:
PT Employee Ryan McClanahan has advised that he will be on a Personal LOA until
- Return from Leave of Absence:
10/08/21: RR FF Caleb Vinton returned from an extended LOA
- Retirement/Resignations/Terminations: N/A

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations: N/A

Motion by Trustee Sample to approve the above list as read, Second by Trustee Ryan. Vote taken; motion carried.

Policies & Procedures: N/A

Employee Handbook: N/A

ETHICS COMMITTEE: N/A

LONG RANGE PLANNING COMMITTEE: N/A

EMERGENCY SICK TIME POOL COMMITTEE: N/A

FIRE CHIEF'S REPORT

- September 2021 Statistical Summary
- From the joint Recruit Academy with Louisville Fire, the PRP Fire District has 11 Recruits graduate today! Out of the entire class, FF James Watts was voted to receive the Gold Badge Award which is a wonderful accomplishment.
- At this time, we have decided to keep part-time EMT's and Paramedics to relieve the staffing levels.
- Update on Station 1's renovation project: permits pending, drainage issues identified.

MOTION FOR CLOSED SESSION: Deputy Chief Meiman requested a Closed Session for "Discussions of proposed or pending litigation against or on behalf of the Fire Protection District" and "Discussions or hearings which may lead to the appointment, discipline or dismissal of a member of the Fire Protection District for the protection of the member [and not to discuss general personnel matters]".

Motion by Trustee May, Second by Trustee Sample. Vote taken; motion carried. Closed Session began at 6:53pm.

RETURN TO OPEN SESSION: The meeting returned to Open Session at 7:00pm, with no action taken.

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:

- Reminder: All Metro Boards and Commission Members are requested to attend a mandatory virtual training on October 26h from 9:00am to 11:00am. Board Members are more than welcome to attend the Metro's Ethics, Open Records & Open Meetings Act, Board Accountability and Oversight training at HQ's. All new appointees are to attend this training session within 12 months of initial appointment and every two years thereafter.
- Reminder: 2020 Annual Awards Dinner October 30, 2021

ADJOURNMENT: the minutes and the financial statement that have been approved by the Board of Trustee will be kept in the minute book and to be filed with the Jefferson Country Clerk and that all other important records and materials shall be maintained at the Headquarters of the Pleasure Ridge Park Fire Protection District at 9500 Stonestreet Road, Louisville Kentucky, 40272, for inspection under the open records law, KRS 61.870 to 61.884.

With no further business, Trustee Butler motioned to adjourn the meeting, Second by Trustee Sample. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 7:01.

Minutes transcribed by Gayle Bolton

**CLOSED SESSION OF
PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING**

At the Meeting of the Board of Trustees of the Pleasure Ridge Park Fire Protection District held on October 18, 2021, the following Trustees were present: J. Taylor, B. Sample, T. Butler, M. May, L. Ryan, and B Jarboe

1. Chair Taylor gave notice in the meeting that a closed session of the Board was necessary to discuss:
 - (A) DISCUSS (state general nature of the business):
 - (B) BECAUSE (reason for the closed session):
 - (C) WHICH IS AUTHORIZED BY THE FOLLOWING SUBSECTION OF KRS 61.810:
 - ___ (1) (d) Deliberations on the future acquisition or sale of real property which would be affected by publicity.
 - ___ (1) (e) Discussions of proposed or pending litigation against or on behalf of Fire Protection District.
 - X (1) (f) Discussions or hearings which may lead to the appointment, discipline or dismissal of a member of the Fire Protection District for the protection of the member [and not to discuss general personnel matters].
 - ___ (1) (g) Deliberation of the Board of Trustees as a quasi-judicial body, at which neither the person involved, his representatives, nor any other individual not a member of the Fire Protection District's governing body or staff is present.
2. A motion was made by Trustee May, seconded by Trustee Sample to hold a closed session of the Board of Trustees, and the motion carried.
3. Board of Trustees went into closed session at 6:5pm
4. Board of Trustees returned from closed session at 7:00pm.
5. No final action was taken by the Board of Trustees in the closed session and no matters were discussed in the closed session other than those publicly announced above prior to convening the closed session.

CERTIFICATION:

I, IRVIN B SAMPLE, Secretary, hereby certify that the foregoing minutes are a true and correct copy of the minutes related to a closed session of the Board of Trustees of the Pleasure Ridge Park Fire Protection District on October 18, 2021.



Irvin Sample,
Secretary of the Board of Trustees