

**PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEE MEETING MINUTES**

**Date:** March 21, 2022

**Time:** 6:30 pm

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

**Absentee(s):** Cheryl Smalley

**Approval of Board Minutes for February 21, 2022 Board of Trustees Meeting:** Motion to amend the minutes by Trustee Sample, Second by Trustee Ford. Vote taken; motion carried. Motion by Trustee May to approve amended minutes as read, Second by Trustee Sample. Vote taken; motion carried.

Chair Taylor asked for motion to approve the 2020-2021 Audit that was presented last month. Motion by Trustee Buter, Second by Trustee May. Vote taken; motion carried.

**CORRESPONDANCE:**

- Tonya Copeland sent a thank you card expressing her appreciation of love and support provided by the Fire District for the day of the funeral and days that followed.
- The Fire District received a plaque from Mayor Greg Fischer thanking all personnel involved for their quick and professional response to the December 2021 tornado-stricken areas (Mayfield KY).

**FINANCIAL REPORT:**

- General Fund Checking Account/Forcht Bank beginning February 1, 2022: \$ 448,914.70  
Total receipts for deposits: \$ 1,345,932.17  
Total monies available in General Fund Checking Account: \$ 1,794,846.87  
Total disbursements: \$ 1,154,324.61  
Ending Balance on February 28, 2022: \$ 640,522.26
- Money Market Saving Account/Forcht Bank beginning balance February 1, 2022: \$13,544,468.55  
Interest earned for January: \$ 3,978.58  
Monies transferred into Money Market Saving Account: \$ 00.00  
Monies transferred into General Fund Checking Account: \$ 600,000.00  
Monies transferred into Holding Company Account \$ 0.00  
Ending Balance on February 28, 2022: \$12,948,447.13
- Holding Company Account beginning balance as of February 1, 2022: \$ 1,302,036.82  
Interest earned for January: \$ 211.24  
EFT Deposited into Holding Company Account: \$ 129,816.57  
Monies transferred into General Fund Checking: \$ 0.00  
Monies transferred into Employee Sick Time: \$ 0.00  
Ending Balance on February 28, 2022: \$ 1,432,064.63

Total Funds Available (General Fund + Money Market + Holding Company): \$15,021,034.02

Trustee Ryan motioned to approve the Financial Report as read, second by Trustee May. Vote taken; motion carried

**COMMITTEE REPORTS**

**FINANCE COMMITTEE:**

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 Recktenwald requested approval to purchase a replacement for 2022 Chevy Tahoe, Unit 2223 that was involved in an accident (we will be receiving an insurance payment soon). The Committee motioned approval of the purchase, Second by Trustee May. Vote taken; motion carried.
- Chief request approval to place bids in the Courier Journal for the Training Center updates. Currently, we are waiting on the renderings from Keys Architects. These updates include work on the Training Tower, replacement windows for the Training Center, and a new storage building. The Committee motioned to approve Chief's request, Second by Trustee Ryan. Vote taken; motion carried.
- Since the auditors from Dean Dorton suggested investing some of the money in the Sick Time Fund, Chief Recktenwald is asking for Board's approval for the Comptroller, Trustee Taylor to handle the investments. Motion by Trustee Butler, Second by Trustee May. Vote taken; motion carried.
- FYI...Deputy Chief Meiman advised he asked the accountant Roger Bloyd to list separate funds on the Budget indicating the reason the funds are earmarked.
- Check Signers: Effective June 1, 2022 new check signers will be:  
Trustee Betty Jarboe  
Trustee Matt May  
Deputy Chief Jason Meiman  
Motion by Trustee Ryan, Second by Trustee Sample. Vote taken; motion carried

**PERSONNEL COMMITTEE:**

OLD BUSINESS: N/A

NEW BUSINESS

**Fire & EMS Personnel**

New Hires (Full-time, Part-time):

- 02/18/22: Alejandro Ramirez – Hired as Part Time FF/EMT
- 02/28/22: David Todd – Hired as Temporary Full Time Medical Training Officer
- 03/12/22: David Crismon – Hired as Part Time FF/EMT

Reactivations/Reinstatements:

- 03/10/22: Brayden Recktenwald – Reactivated as a Part Time FF/EMT
- 03/13/22: Zachary Meiman – Reactivated as Part Time FF/EMT

Interim Positions/Appointments/Promotions, Demotions, Transfers, etc.:

- 02/23/22: SGT Rasheed Seraji completed his promotional probation for the position of Sergeant.

Leave of Absence:

- 04/01/22: RR FF Tarico Tunstull requested a Personal LOA through June 4, 2022

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations: N/A

**Auxiliary Personnel**

New Applicants/Reactivations: N/A

Leave of Absence: N/A



Return from Leave: N/A

Terminations/Resignations: N/A

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

**Policies & Procedures:** N/A

**Employee Handbook:** N/A

The Committee motioned to hire an HR Consultant Nancey Combes, on a contract basis of \$175.00 hour or a set amount for a particular project i.e. Employee Handbook. Please note this was part of the Strategic Management Plan. Second by Trustee May. Vote taken; motion carried.

**ETHICS COMMITTEE:** N/A

**LONG RANGE PLANNING COMMITTEE:** N/A

**EMERGENCY SICK TIME POOL COMMITTEE:** N/A

### **ELECTION COMMITTEE FOR FIREFIGHTER/DISTRICT MEMBER ELECTION**

FF/District Member election will be held on June 25, 2022 (11:00am to 2:00pm). The Election Committee will be:

Trustee Matt May

Trustee Betty Jarboe

Trustee James Taylor

Alternate: Trustee Charles Ford

The Nomination Form may be picked up at HQ's from Cheryl Smalley (on behalf of the Board of Trustees). Nominations must be posted marked or date stamped on/or before the first (1<sup>st</sup>) day of May.

### **FIRE CHIEF'S REPORT**

- February 2022 Statistical Summary: Chief provided a report reflecting data for the month of January 2022.
- Chief Recktenwald gave an update as to what's taking place in Frankfort that's affecting the fire service.

### **UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:**

- Chair Taylor asked if there were any recommendations for the Mayoral Appointed Trustee position for the 2022-2025 term, if not he's recommending reappointment for Trustee Charles Ford. Motion by Trustee Ryan, seconded by Trustee Sample, vote taken; motion carried.

**MOTION FOR CLOSED SESSION:** Trustee Sample motioned for a Closed Session for "Discussion 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]". Second by Trustee May. Vote taken; motion carried. Closed Session began at 7:11pm.

**RETURN TO OPEN SESSION:** The meeting returned to Open Session at 7:18pm, with no action taken.

**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 County 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 Ford motioned to adjourn the meeting, Second by Trustee Butler. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 7:18pm.

**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 March 21, 2022, the following Trustees were present: J. Taylor, C. Ford, B. Sample, M. May, T. Butler, 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 Sample, seconded by Trustee May to hold a closed session of the Board of Trustees, and the motion carried.

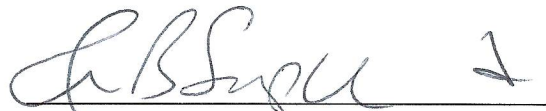
3. Board of Trustees went into closed session at 7:11pm

4. Board of Trustees returned from closed session at 7:18pm.

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 March 21, 2022.



Irvin Sample,  
Secretary of the Board of Trustees