

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

**Date:** April 18, 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, Cheryl Smalley, Gayle Bolton, Angela Hatchett, and Maurice Byrne Jr.

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

**SPECIAL GUEST:**

- Greg Mullaney, Ameriprise Financial, Private Wealth Advisor/Chief Executive Officer spoke at the request of Chair Taylor regarding financial/fixed income portfolio proposal.
- After much discussion by Mr. Mullaney, Board of Trustee Members and Chief Recktenwald it was decided to table this item to next month's meeting to allow everyone to review information provided.

**FINANCIAL REPORT:**

• General Fund Checking Account/Forcht Bank beginning March 1, 2022:	\$ 640,522.26
Total receipts for deposits:	\$ 1,546,355.40
Total monies available in General Fund Checking Account:	\$ 2,186,877.86
Total disbursements:	\$ 1,660,221.22
Ending Balance on February 28, 2022:	\$ 526,656.44
• Money Market Saving Account/Forcht Bank beginning balance March 1, 2022:	\$12,948,447.13
Interest earned for January:	\$ 4,247.69
Monies transferred into Money Market Saving Account:	\$ 00.0
Monies transferred into General Fund Checking Account:	\$ 600,000.00
Monies transferred into Holding Company Account	\$ 0.00
Ending Balance on February 28, 2022:	\$12,352,694.82
• Holding Company Account beginning balance as of March 1, 2022:	\$ 1,432,064.63
Interest earned for January:	\$ 258.37
EFT Deposited into Holding Company Account:	\$ 138,301.30
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on February 28, 2022:	\$ <u>1,570,624.30</u>
Total Funds Available (General Fund + Money Market + Holding Company):	\$14,449,975.56

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

**COMMITTEE REPORTS**

**FINANCE COMMITTEE: (March Finance Committee Cancelled)**

Monthly Financial Update:

- The Board reviewed the following reports:
  - Balance Sheet (As of March 31, 2022)
  - Budget vs Actual
  - Fiscal Year Budget 2021-22
  - Revenue Tracker

OLD BUSINESS: N/A

NEW BUSINESS:

- Chief Recktenwald addressed the Board regarding the current department IT Provider – ARGO Networks, Inc. With their upcoming departure three companies bid on the departments IT services.
  - Keeping IT Simple, LLC \$1950.00/Month
  - Managed Services \$3495.00/Month
  - Kytch \$5101.50/Month

Chief Recktenwald recommended that accept the bid from Keeping IT Simple. Trustee Ryan motioned to approve the Chief's recommendation to use Keeping IT Simple, second by Trustee May. Vote taken; motion carried

- Chief Recktenwald then addressed the Board regarding the Training Center updates. Currently he is requesting approval to use Keyes Architects for renderings needed for the Training Tower Renovation and Garage Renovation/Addition. These renderings will total \$17,700.00. Trustee May motioned to approve this request for the architectural renderings, seconded by Trustee Ryan. Vote taken; motion carried.

**PERSONNEL COMMITTEE: (March Personnel Committee Cancelled)**

OLD BUSINESS: N/A

NEW BUSINESS

**Fire & EMS Personnel**

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

- 04/11/22: Kristina Lynch – Hired as Temporary Part Time Paramedic  
Ashley Jo Vardeman – Hired as Temporary Part Time Paramedic  
Sarah Hoodenpyle – Hired as Temporary Part Time EMT  
Auburn Curry – Hired as Temporary Part Time EMT

Reactivations/Reinstatements: N/A

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

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 3/23/22: Charles Bailey – Per Chief Recktenwald – terminate due to lack of participation (Abandoned Position)
- 4/14/22: Cody Lohden – Letter of Resignation submitted 3/29/22 effective 4/14/22
- 4/30/22: Jason Robinson – Letter Retirement submitted 4/11/22 effective 4/30/22

### **Auxiliary Personnel**

New Applicants/Reactivations: N/A  
Leave of Absence: N/A  
Return from Leave: N/A  
Terminations/Resignations: N/A

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

- Chief Recktenwald addressed the Board regarding the promotion of Brandon Woosley to Med Supervisor effective Sunday April 24, 2022. Trustee Sample motioned to approve this promotion, seconded by Trustee May. Vote taken; motion carried.
- Chair Taylor asked Counsel Byrne to address an amendment needed to the Chief Contract for Jason Meiman approved on January 24, 2022. Counsel Byrne addressed the need to amend the annual vacation portion of the contract to read "2 weeks vacation annually plus accrual according to department policy." Trustee Ryan motioned to approve this amendment, seconded 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:** N/A

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

- March 2022 Statistical Summary: Chief provided a report reflecting data for the month of March 2022.
- March 2022 EMS Operational Stats: Chief provided a report reflecting data for EMS runs made for the month of March 2022.

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

- Chair Taylor addressed the memo from the Jefferson County Attorney's Office regarding a recent amendment to Chapter 21 of the Louisville Metro Code of Ordinances regarding financial disclosure statements in our Ethics Code, asking Counsel Byrne for a decision of whether or not this amendment has an effect on the PRP Fire District. Counsel Byrne advised it has no effect on the district or its operations.

**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 Ford motioned to adjourn the meeting, Second by Trustee Ryan. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 7:35 pm.