

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

Date: August 21, 2023

Time: 5:30 pm

Attendees: Trustees James Taylor (Chair), Charles Ford (Treasurer), Butch Sample (Secretary), Leslie Ryan, Matt May, Doug Poynter and Betty Jarboe; Chief Jason Meiman, Deputy Chief J. A. Bowman, Cheryl Smalley, and Maurice Byrne Jr.

Absent: N/A

SPECIAL GUEST/AWARD:

- Mrs. Morgan Skaggs with KYEMSC was in attendance to present an A Pediatric Award to David Todd.

APPROVAL OF MINUTES:

- Approval of Board Meeting Minutes for July 17, 2023 – Motion by Trustee May to approve the minutes as written, Seconded by Trustee Sample. Vote taken; motion carried.

CORRESPONDENCE:

- Code EMS on behalf of Gary Lyons Family

FINANCIAL REPORT:

The following financial report was read by Trustee Ford:

• General Fund Checking Account/Forcht Bank beginning July 1, 2023:	\$ 758,027.32
Total receipts for deposits:	\$ 2,371,942.01
Total monies available in General Fund Checking Account:	\$ 3,129,969.33
Total disbursements:	\$ 2,228,795.45
Ending Balance on July 31, 2023:	\$ 901,173.88
• Money Market Saving Account/Forcht Bank beginning balance July 1, 2023:	\$ 8,183,872.70
Interest earned:	\$ 7,609.59
Monies transferred into Money Market Saving Account:	\$ 0.00
Monies transferred into General Fund Checking Account:	\$ 1,300,000.00
Monies transferred into Holding Company Account	\$ 0.00
Monies transferred out to Capital Fund	\$ 0.00
Ending Balance on July 31, 2023:	\$ 6,891,482.29
• Holding Company Account beginning balance as of July 1, 2023:	\$ 4,104,679.27
Interest earned:	\$ 710.89
EFT Deposited into Holding Company Account:	\$ 236,928.18
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on July 31, 2023:	\$ 4,342,318.34
Capital Funds Account Beginning Balance July 1, 2023	\$ 2,159,229.22
Interest Earned	\$ 2,547.21
Deposited into Capital Fund Account	\$ 0.00
Monies Transferred out to General Fund Checking	\$ 942,877.00
Monies Transferred out to Employee Sick Time	\$ 0.00
Holding Company Account Ending Balance July 31, 2023	<u>\$ 1,218,899.43</u>
Total Funds Available (General Fund + Money Market + Holding Company):	\$13,353,873.94

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

COMMITTEE REPORTS

FINANCE COMMITTEE:

Monthly Financial Update:

- The Board reviewed the following reports:
 - Balance Sheet
 - Budget vs Actual
 - Revenue Tracker

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

PERSONNEL COMMITTEE:

Fire & EMS Personnel

New Hires Full-time: N/A

New Hire Part-time:

- 7/30/2023: Hooker, Peter – FF/EMT
- 8/02/2023: Long, Pierce – FF/EMT

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

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 8/02/2023: Gober, Ulysses –EMT submitted a letter of resignation effective 8/02/2023
- 7/25/2023: Patterson, Steve – FF/EMT submitted a letter of resignation effective 9/1/2023

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 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:

Motion by Trustee May to approve the Fire Chief's report as read, Second by Trustee Sample. Vote taken; motion carried.

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES: N/A

MOTION TO GO INTO 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 6:17 pm.

RETURN TO OPEN SESSION:

Trustee Sample motioned to return to Open Session, Second by Trustee Poynter. Vote taken; motion carried. The meeting returned to Open Session at 6:34 pm 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 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 May 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 6:36 pm.

Minutes transcribed by Cheryl Smalley