

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

Date: December 20, 2021 Approved 01/24/2022

Time: 6:30 pm

Attendees: Trustees James Taylor (Chair), 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): Trustee Tony Butler

OPENING OF PROCEDURES: Chair Taylor called the meeting to order at 6:34pm.

Approval of Board Minutes for November 15, 2021: Motion by Trustee May to approve as read, Second by Trustee Sample. Vote taken; motion carried.

CORRESPONDANCE:

- A card was received from Beth Morgan with SWCM. thanking the crew for their assistance with the Medora Turkey Trot.

FINANCIAL REPORT:

General Fund Checking Account/Forcht Bank beginning November 1, 2021:	\$ 356,703.64
Total receipts for deposits:	\$1,542,773.17
Total monies available in General Fund Checking Account:	\$1,899,476.81
Total disbursements:	\$1,417,316.01
Ending balance on November 30, 2021:	\$ 482,160.80
Money Market Saving Account/Forcht Bank beginning balance November 1, 2021:	\$ 3,132,742.27
Interest earned for October:	\$ 766.62
Monies transferred into Money Market Saving Account:	\$ 0.00
Monies transferred into General Fund Checking Account:	\$ 1,100,000.00
Monies transferred into Holding Company Account	\$ 0.00
Ending Balance on November 30, 2021:	\$ 2,033,508.89
Holding Company Account beginning balance as of November 1, 2021:	\$ 996,953.40
Interest earned for October:	\$ 182.76
EFT Deposited into Holding Company Account:	\$ 95,362.84
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on November 30, 2021:	\$1,092,499.00
Total Funds Available (General Fund + Money Market + Holding Company):	\$3,608,168.69

Trustee May motioned to approve the Financial Report as read, second by Trustee Ryan. 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: N/A

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): N/A

Reactivations/Reinstatements: N/A

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

- 05/31/21: FF/Paramedic Brandon Woosley completed his one-year new hire probation
- 01/18/21: SGT Michael Beach completed his promotional probation

Leave of Absence:

- 12/01/21: RR FF Andrew Fuchs requested a 29-day Personal LOA
- 01/02/22: RR FF Brandon Curry requested a Military LOA through September 1, 2022

Return from Leave of Absence:

- 12/13/21: Paramedic Cole Davis returned from Military LOA

Retirement/Resignations/Terminations:

- 11/19/21: PT Paramedic Brandin Carey resigned from employment
- 12/02/21: Paramedic Destiny Carey requested to step down to part time employment
- 12/14/21: FF/EMT Thomas Sauer resigned from full-time position and will return to part-time employment on 1/1/2022

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations/Resignations: N/A

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

Policies & Procedures:

- Policy 208.04 Part-time Rapid Response Program – Revised

Motion by Trustee Sample to approve the revised policy as read, Second by Trustee May. Vote taken; motion carried.

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

- December 2021 Statistical Summary
- Chief Recktenwald requested for the Executive Assistant's replacement to start training on February 1st: Motion by Trustee May, Second by Trustee Ryan. Vote taken; motion carried.
- Chief requested to move the January Board Meeting to January 24th: Motion by Trustee May, Second by Trustee Ford. Vote taken; motion carried.
- Chief gave an update on the Mayfield Tornado Deployment, PRP Fire was the first outside agency on the scene. He also thanked everyone involved.
- On behalf of the Board of Trustees, Trustee Ford also expressed his appreciation from the bottom of his heart for everything the department personnel does!

MOTION FOR CLOSED SESSION: N/A

RETURN TO OPEN SESSION: N/A

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:

Chair Taylor also expressed his appreciation to everyone.

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 7:19pm.

Minutes transcribed by Gayle Bolton