

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

Date: March 18, 2024

Time: 5:30 pm

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

Absent: N/A

APPROVAL OF MINUTES:

- Approval of Board Meeting Minutes for February 19, 2024 – Motion by Trustee May to approve the minutes as written, Seconded by Trustee Sample. Vote taken; motion carried.

CORRESPONDENCE: Read into record by Trustee Sample.

FINANCIAL REPORT:

The following financial report was read by Trustee Ford:

General Fund Checking Account/Forcht Bank beginning February 1, 2023:	\$ 1,736,359.07
Total receipts for deposits:	\$ 2,318,496.08
Total monies available in General Fund Checking Account:	\$ 4,054,855.15
Total disbursements:	\$ 2,006,006.74
Ending Balance on February 29, 2023:	\$ 2,048,848.41
Money Market Saving Account/Forcht Bank beginning balance Feb 1, 2023:	\$ 1,900,010.05
Interest earned:	\$ 1,737.00
Monies transferred into Money Market Saving Account:	\$ 0.00
Monies transferred into General Fund Checking Account:	\$ 1,200,000.00
Monies transferred into Holding Company Account	\$ 0.00
Monies transferred out to Capital Fund	\$ 0.00
Ending Balance on February 29, 2023:	\$ 701,747.05
Holding Company Account beginning balance as of February 1, 2023:	\$ 624,782.37
Interest earned:	\$ 125.78
EFT Deposited into Holding Company Account:	\$ 419,214.50
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on February 29, 2023:	\$ 1,044,122.65
Capital Funds Account Beginning Balance February 1, 2023	\$ 1,230,213.53
Interest Earned	\$ 1,955.02
Deposited into Capital Fund Account	\$ 1,000.00
Monies Transferred out to General Fund Checking	\$ 0.00
Monies Transferred out to Employee Sick Time	\$ 0.00
Ending Balance February 29, 2023	<u>\$ 1,233,168.55</u>
Holding Company Money Market Account beginning balance as of Feb 1, 2023:	\$17,426,275.79
Interest earned:	\$ 48,459.37
Deposited into Holding Money Market Account:	\$ 0.00
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on February 29, 2023:	\$17,474,735.16
Total Funds Available (General Fund + Money Market + Holding Company):	\$22,502,621.82

Trustee Sample 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:
 - Balance Sheet
 - Budget vs Actual
 - Revenue Tracker

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

PERSONNEL COMMITTEE:

Fire & EMS Personnel

New Hires Full-time: N/A

- 03/10/2024: Hoodenpyle, Sarah – Paramedic

New Hire Part-time:

- 03/03/2024: Carter, Jared – FF/EMT

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

- 03/11/2024: Bock, Scott – CPT – probation complete
- 03/11/2024: Baines, James – SGT – probation complete
- 03/18/2024: Willis, Chris – CPT – probation complete

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 03/14/2024: Russell, Patrick – FF/PT – submitted a letter of retirement effective 4/1/2024.

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations: N/A

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

ELECTION COMMITTEE FOR FIREFIGHTER/DISTRICT MEMBER ELECTION: N/A

FIRE CHIEF'S REPORT:

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

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:

- Chief Meiman discussed the request to purchase a Rescue Unit from Towanda PA, \$85,000 is the price the current owners are asking. Colonel Bowman discussed the particulars of the specific unit that was found in Pennsylvania and presented pictures of the unit to the Board of Trustees. After review of the apparatus our department offered \$55,000 for the unit and that offer was accepted. If approved by the Board of Trustees for purchase there will also be a deliver cost of \$4,250 and an estimated \$40,000 for upgrades to the unit. The unit will serve several purposes for our district and carry equipment for the following: high angle rescue, low angle rescue, some trench rescue, confined space rescue and dive rescue. This apparatus would be purchased as a Sole Source.

Motion by Trustee Poynter to approve the purchase as requested and described, Second by Trustee Sample. Vote taken; motion carried.

- Chief Meiman announced the graduation of the current EMT Class, the graduation will be held at Pleasure Ridge Park High School Auditorium on Saturday, March 23, 2024 at 10:30 am.
- Chief Meiman wanted to give the Board initial information regarding other apparatus to purchase – Hydro force, Quint and possibly two ambulances. The Chief is working on an exact proposal to be presented at next month's Board Meeting.

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 Sample motioned to adjourn the meeting, Second by Trustee May. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 6:18 pm.

Minutes transcribed by Cheryl Smalley