

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

Date: May 20, 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, Angela Hatchett, and Maurice Byrne Jr.

Absent: Trustee

APPROVAL OF MINUTES:

- Approval of Board Meeting Minutes for April 15, 2024 – Motion by Trustee May to approve the minutes as written, Seconded by Trustee Sample. Vote taken; motion carried.

CORRESPONDENCE: Read into the record by Trustee Sample.

FINANCIAL REPORT:

The following financial report was read by Trustee Ford:

General Fund Checking Account/Forcht Bank beginning April 1, 2024:	\$ 1,589,990.89
Total receipts for deposits:	\$ 2,800,000.00
Total monies available in General Fund Checking Account:	\$ 4,389,990.89
Total disbursements:	\$ 2,394,578.97
Ending Balance on April 31, 2024:	\$ 1,995,411.92
Money Market Saving Account/Forcht Bank beginning balance April 1, 2024:	\$ 702,862.16
Interest earned:	\$ 1,232.42
Monies transferred into Money Market Saving Account:	\$ 0.00
Monies transferred into General Fund Checking Account:	\$ 0.00
Monies transferred into Holding Company Account	\$ 0.00
Monies transferred out to Capital Fund	\$ 0.00
Ending Balance on April 31, 2024:	\$ 704,094.58
Holding Company Account beginning balance as of April 1, 2024:	\$ 1,311,788.97
Interest earned:	\$ 247.68
EFT Deposited into Holding Company Account:	\$ 278,450.52
Monies transferred into General Fund Checking:	\$ 0.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on April 31, 2024:	\$ 1,590,487.17
Capital Funds Account Beginning Balance April 1, 2024:	\$ 1,234,828.11
Interest Earned	\$ 2,165.70
Deposited into Capital Fund Account	\$ 0.00
Monies Transferred out to General Fund Checking	\$ 0.00
Monies Transferred out to Employee Sick Time	\$ 0.00
Ending Balance April 31, 2024:	<u>\$ 1,236,993.81</u>
Holding Company Money Market Account beginning balance as of April 1, 2024:	\$16,321,718.33
Interest earned:	\$ 46,343.35
Deposited into Holding Money Market Account:	\$ 0.00
Monies transferred into General Fund Checking:	\$ 1,800,000.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on April 31, 2024:	\$14,568,061.68
Total Funds Available (General Fund + Money Market + Holding Company):	\$20,095,049.16

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

Chairman Taylor presented information to the Board regarding the investment account with Ameriprise and the proposed movement to Somnio Wealth and continuing with Greg Mullaney as the account representative.

Motion by Trustee May to approve the transfer of the investment account to Somnio Wealth as presented, Seconded by Trustee Sample. Vote taken; motion carried.

Chief Meiman presented an updated/finalized proposal from American Response Vehicles on the ambulances currently on order. After visiting FDIC and viewing options, changes were requested on the current order and a new proposal was presented to the Board to increase the funds requested for these ambulances by an additional \$42,000.00.

Motion by Trustee Sample to approve the increase in the proposal as presented, Seconded by Trustee May. Vote taken; motion carried.

PERSONNEL COMMITTEE:

Fire & EMS Personnel

New Hires Full-time: N/A

New Hire Part-time: N/A

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

Leave of Absence: N/A

- 04/14/2024 – Warner, Rachel - Paramedic – requested a leave of absence effective 4/18/2024.

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 04/14/2024 – Watts, Cor'Taysia – EMT – submitted a letter of resignation effective immediately.
- 04/16/2024 – Amshoff, Paul – FF/PT – submitted a letter of resignation effective immediately.
- 04/23/2024 – Robinson, Dillon – EMT – submitted a letter of resignation effective immediately.

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.

ELECTION COMMITTEE FOR FIREFIGHTER/DISTRICT MEMBER ELECTION:

Trustee May brought up the previously discussed Amendment to the By-Laws regarding elections that states: Section 1 Part B reads “The Chairperson of the Board of Trustees pursuant to KRS 75.110 has appointed all members of the emergency medical services of Pleasure Ridge Park Fire Protection District including emergency medical technicians and paramedics and other first responders as special firefighters to vote as members of the firefighters of the district in the KRS 75.031 Part 1 and 2 election of two members of the Board of Trustees as a continuation of the Pleasure Ridge Park Fire Department Firefighters.”

Motion by Trustee Sample to approve the Amendment to the By-Laws as read, Second by Trustee Poynter. Vote taken; motion carried.

Discussion was held regarding Absentee Ballots for the upcoming Firefighter/District Member Trustee Elections. Absentee ballots will be accepted by staff members during business hours from June 15, 2024 – June 21, 2024

Motion by Trustee May to approve any staff members receiving Absentee Ballots during business hours June 15, 2024 – June 21, 2024, Second by Trustee Sample. Vote taken; motion carried.

Trustee Taylor discussed the Mayoral Appointee, Trustee Taylor’s term expires on June 30, 2024. Trustee Taylor has asked the Board to consider Dwight Mitchell as the name to turn in to the Mayor’s Office for consideration.

Motion by Trustee May to approve sending Dwight Mitchell’s name to the Mayor’s office for consideration, Second by Trustee Sample. Vote taken; motion carried.

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:

- Chief Meiman gave an update on the attempt to obtain the building on Dixie Highway, offers, upcoming inspections, etc.
- Chief Meiman and Colonel Bowman attended the National Firefighter Memorial in Maryland honoring Deputy Chief Brian Morgan.
- EMS Week Celebration – Meals will be provided at the Training Division to all members for lunch each day to celebrate our employees for EMS Week

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 Poynter. Trustee May recused himself from the closed session. Vote taken; motion carried. The closed session began at 6:01 pm.

RETURN TO OPEN SESSION:

Trustee Poynter motioned to return to Open Session, Second by Trustee Sample. Vote taken; motion carried. The meeting returned to Open Session at 6:32 pm with the following actions taken:

Chief Meiman made the recommendation to appoint Patrick Tiernan to the position of Director of EMS Operations and Compliance.

Trustee Sample made a motion to approve Chief Meiman's recommendation to appoint Patrick Tiernan to the position of Director of EMS Operations and Compliance, Second by Trustee Jarboe. Trustee May abstained from this vote. Vote taken; motion carried.

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 Jarboe. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 6:35 pm.

Minutes transcribed by Cheryl Smalley