

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

**Date:** October 20, 2025

**Time:** 4:00 pm

**Attendees:** Chairman James Taylor, Dwight Mitchell, Patrick Sparks, Dustin Baker, Jerry Whitaker, Douglas Poynter, Dena Whitler-Weedman, Chief Jason Meiman, Colonel J. A. Bowman, Cheryl Smalley, and Maurice Byrne Jr.

## CALL TO ORDER:

- The meeting was called to order at 4:00 pm by Chairman James Taylor.

## APPROVAL OF MINUTES:

- Approval of Board Meeting Minutes for September 15, 2025, motion by Trustee Mitchell to approve minutes as written, Second by Trustee Baker. Vote taken; motion carried.

**CORRESPONDENCE:** Read by Trustee Baker.

- WHAS Crusade for Children – 2025 Walton Memorial Trophy
- Nicholas Clark – Thank You
- Kelli Logsdon – Congratulations on Walton Award
- Katherine Banik – Congratulations on 75<sup>th</sup> Anniversary
- Patricia Vannatter – Congratulations on 75<sup>th</sup> Anniversary
- Seek Enterprises (McDonalds) – Monetary Award

## FINANCIAL REPORT:

The following financial report for the period ending September 30, 2025, was read by Trustee Mitchell:

<b>General Fund Checking: Beginning Balance 100006</b>	<b>\$ 427,623.96</b>
Total Receipts (deposits)	\$ 1,183,597.91
Total Monies Available in General Fund Checking	\$ 1,611,221.87
Disbursements (regular checks and direct deposit withdrawals)	\$ 1,061,974.60
<b>General Fund Checking: Ending Balance</b>	<b><u>\$ 549,247.27</u></b>

<b>Money Market Savings: Beginning Balance 110100</b>	<b>\$ 318,233.67</b>
Interest earned	\$ 558.00
Monies transferred into Money Market Savings Account	\$ 0.00
Monies transferred out to General Fund Checking	\$ 0.00
Monies transferred out to Holding Company Money Market Account	\$ 0.00
Monies transferred out to Capital Fund	\$ 0.00
<b>Money Market Savings Account Ending Balance</b>	<b><u>\$ 318,791.67</u></b>

<b>Capital Funds Account: Beginning Balance 100001</b>	<b>\$ 1,270,657.59</b>
Interest Earned	\$ 2,228.00
Deposited into Capital Fund Account	\$ 0.00
Monies Transferred out to General Fund Checking	\$ 0.00
<b>Capital Company Account Ending Balance</b>	<b><u>\$ 1,272,885.59</u></b>

<b>Holding Company Money Market Account 100004</b>	<b>\$11,714,905.55</b>
Interest earned	\$ 35,250.17
Deposited into Holding Money Market	\$ 1,242,998.73
Monies transferred out to General Fund Checking	\$ 1,149,624.38
Monies transferred out to Payroll Account	\$ 1,065,736.13
<b>Holding Company MM Account Ending Balance</b>	<b><u>\$10,777,793.94</u></b>

<b>Holding Company Account Beginning Balance 100300</b>	<b>\$ 1,000.00</b>
Interest Earned	\$ 0.00
EFT Deposited into Holding Company Account	\$ 0.00
Monies Transferred out to General Fund Checking	\$ 0.00
<b>Holding Company Account Ending Balance</b>	<b><u>\$ 1,000.00</u></b>
<b>Forcht Retirement Sick Leave 110200</b>	<b>\$ 93,506.98</b>
Interest earned	\$ 163.96
Deposited into Investment Account	\$ 0.00
Monies transferred out to General Fund Checking	\$ 0.00
<b>Forcht Retirement Sick Leave Ending Balance</b>	<b><u>\$ 93,670.94</u></b>
<b>Investment Account 110300</b>	<b>\$ 2,158,488.99</b>
Interest earned	\$ 6,103.61
Unrealized Gain on Investments	\$ 0.00
<b>Investment Account Ending Balance</b>	<b><u>\$ 2,164,592.60</u></b>
<b>Petty Cash</b>	<b>\$ 1,150.00</b>
Deposits or on Hand	\$ 5,000.00
Withdrawals	\$ 0.00
<b>Petty Cash Ending Balance</b>	<b><u>\$ 6,150.00</u></b>
<b>Payroll Clearing Account 110100</b>	<b>\$ 11,064.75</b>
Interest earned	\$ 0.00
Deposited into Payroll Account	\$ 1,065,736.13
Payroll Activity	\$ (844,592.62)
<b>Payroll Clearing Account Ending Balance</b>	<b><u>\$ 232,208.26</u></b>
<b>Public Funds 100101</b>	<b>\$ 2,391.69</b>
<b>Auxiliary Account 10200</b>	<b>\$ 4,710.99</b>
Total Funds Available	<b><u>\$15,423,442.95</u></b>

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

**PERSONNEL COMMITTEE:**

**Fire & EMS Personnel**

New Hires Full-time:

- 10/6/25 – Burton, Kody – FF/Paramedic

New Hire Part-time: N/A

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

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 9/3/25 – Holehan, Jacob – FF/EMT – submitted a letter of resignation effective 9/22/25.
- 10/3/25 – Long, Pierce – CPT/EMT (PT) – submitted a letter of resignation effective 10/16/25.
- 10/14/25 – Morris, Jade – 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/Resignations: N/A

Motion by Trustee Mitchell to approve the Personnel Actions as read, Second by Trustee Sparks.  
Vote taken; motion carried.

**FIRE CHIEF'S REPORT:**

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

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

Vehicle Replacement – The Department needs a new Quint, and the manufacturing time is currently 1600 days. Chief Meiman requested that the department stay with Seagrave for the purchase of the Quint, due to the safety and quality of apparatus they produce. Chief Meiman is requesting approval for the purchase of a new Quint manufactured by Seagrave \$2,529,694.00.

Motion by Trustee Baker to approve the purchase of the Quint from Seagrave, Second by Trustee Mitchell. Vote taken; motion carried.

Chief Meiman is requesting Board approval to promote Lanette Mudd to Medical Supervisor with the rank of Captain.

Motion by Trustee Poynter to approve this promotion, Second by Trustee Baker. Vote taken; motion carried.

Chief Meiman presented to the Board of Trustees a proposal to purchase a vehicle to haul the recently purchased Fire Boat. The proposed vehicle is a 2025 Chevrolet Silverado 3500HD Crew Cab \$70,404.00, and will be purchased from Bachman Commercial. After discussion regarding the specifics of the vehicle:

Motion by Trustee Mitchell to approve the purchase as proposed, Second by Trustee Whitaker. Vote taken; motion carried.

Chief Meiman presented to the Board of Trustees his 4 Year Strategic Plan for the period FY 25-26 through FY 28-29. After presentation and review of the plan:

Motion by Trustee Mitchell to approve the plan as presented, Second by Trustee Sparks. Vote taken; motion carried.

A proposal of a By-Law Change was presented by Maurice Byrne, Legal Counsel regarding video presentation of Board Meetings for review by Fire District Members. This proposal will be voted on at the next scheduled meeting of the Board of Trustees.

#### **MOTION TO GO INTO CLOSED SESSION:**

Trustee Sparks 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 Mitchell. Vote taken; motion carried. Closed Session began at 5:10 pm.

#### **RETURN TO OPEN SESSION:**

Trustee Mitchell motioned to return to Open Session, Second by Trustee Sparks. Vote taken; motion carried. The meeting returned to Open Session at 5:25 pm with the following action taken:

Motion by Trustee Mitchell to award a Meritorious Achievement Payment to Beth Bishop, Grant Writer for over 1 million in grants awarded, Second by Trustee Poynter. Vote taken; motion carried.

**ADJOURNMENT:** the minutes and the financial statement that have been approved by the Board of Trustees will be kept in the minute book and to be filed with the Jefferson County Clerk and 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 Sparks motioned to adjourn the meeting, Second by Trustee Poynter. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 5:26 pm.