

PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT BOARD OF TRUSTEE MEETING MINUTES

Date: March 17, 2025

Time: 5:30 pm

Attendees: Trustee James Taylor (Chairman), Charles Ford, Dwight Mitchell, Dustin Baker, Douglas Poynter, Patrick Sparks, Chief Jason Meiman, Colonel J. A. Bowman, Lora Bentley, and Maurice Byrne Jr.

CALL TO ORDER:

- The meeting was called to order at 5:30 pm by Trustee James Taylor, Chairman.

APPROVAL OF MINUTES:

- Approval of Board Meeting Minutes for February 17, 2025, motion by Trustee Poynter to approve minutes as written, Second by Trustee Baker. Vote taken; motion carried.

CORRESPONDENCE: Read by Trustee Poynter

- Roberta Bowman – Thank You
- James Taylor – Thank You
- Dwight Mitchell – Thank You

FINANCIAL REPORT:

The following financial report for the period ending February 28, 2025, was read by Trustee Baker:

General Fund Checking: Beginning Balance 100006	\$ 261,989.61
Total Receipts (deposits)	\$ 1,701,508.95
Total Monies Available in General Fund Checking	\$ 1,963,498.56
Disbursements (regular checks and direct deposit withdrawals)	\$ 1,510,871.01
General Fund Checking: Ending Balance	<u>\$ 452,627.55</u>

Money Market Savings: Beginning Balance 110100	\$ 314,595.77
Interest earned	\$ 482.67
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
Money Market Savings Account Ending Balance	<u>\$ 315,078.44</u>

Capital Funds Account: Beginning Balance 100001	\$ 1,256,132.00
Interest Earned	\$ 1,927.22
Deposited into Capital Fund Account	\$ 0.00
Monies Transferred out to General Fund Checking	\$ 0.00
Capital Company Account Ending Balance	<u>\$ 1,258,059.22</u>

Holding Company Money Market Account 100004	\$20,200,408.78
Interest earned	\$ 51,800.39
Deposited into Holding Money Market	\$ 0.00
Monies transferred out to General Fund Checking	\$ 1,578,772.85
Monies transferred out to Employee Sick Time	\$ 0.00
Holding Company MM Account Ending Balance	<u>\$18,673,436.32</u>

Holding Company Account Beginning Balance 100300	\$ 1,253,309.50
Interest Earned	\$ 208.17
EFT Deposited into Holding Company Account	\$ 315,004.71
Monies Transferred out to General Fund Checking	\$ 0.00
Holding Company Account Ending Balance	<u>\$ 1,568,522.38</u>
Forcht Retirement Sick Leave 110200	\$ 277,812.72
Interest earned	\$ 381.99
Deposited into Investment Account	\$ 0.00
Monies transferred out to General Fund Checking	\$ 0.00
Forcht Retirement Sick Leave Ending Balance	<u>\$ 278,194.71</u>
Investment Account 110300	\$ 2,111,380.68
Interest earned	\$ 0.00
Deposited into Investment Account	\$ 5,483.85
Investment Account Ending Balance	<u>\$ 2,116,864.53</u>
Petty Cash	\$ 1,150.00
Deposits or on Hand	\$ 5,000.00
Withdrawals	\$ 0.00
Petty Cash Ending Balance	<u>\$ 6,150.00</u>
Payroll Clearing Account 110100	\$ 17,572.14
Interest earned	\$ 7.94
Deposited into Payroll Account	\$ 882,683.76
Payroll Activity	\$ (882,683.84)
Payroll Clearing Account Ending Balance	<u>\$ 17,580.00</u>
Old Operating Account 100101	\$ 46,917.09
Auxiliary Account 10200	\$ 4,877.81
Total Funds Available	<u>\$24,738,308.05</u>

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

PERSONNEL COMMITTEE:

Fire & EMS Personnel

New Hires Full-time: N/A

New Hire Part-time:

- 2/26/2025 – Ramirez, Isaiah – FF (PT)
- 2/26/2025 – Ohlmann, Tyler – FF (PT)

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

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 2/17/2025 – Watts, James – FF/EMT – submitted a letter of resignation effective 03/08/2025
- 2/24/2025 – Abrams, Zachery – FF/EMT – submitted a letter of resignation effective 03/11/2025
- 2/24/2025 – Washington, Keaton – FF/EMT – submitted a letter of resignation effective 03/09/2025
- 3/10/2025 – Nelly, Jr., Christopher – FF(PT) – submitted a letter of resignation effective immediately
- 3/10/2025 – Bundy, Austin – FF(PT) – resigned 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 above list as read, Second by Trustee Baker. Vote taken; motion carried.

FIRE CHIEF'S REPORT:

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

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:

Colonel Bowman reported on statistics from our Social Media Reporting, reporting an increase in followers and an increase in those commenting on posts made by Pleasure Ridge Park Fire. He also wanted to commend Deputy Fire Marshal Troy Kerr on maintaining the District's Social Media platforms.

Colonel Bowman reported on the process of seeking a Project Manager for the project set to begin on our new District Headquarters. After several discussions with possible candidates, Mr. Chris Bingaman was chosen, and his proposal was presented to the Board of Trustees for review. If approved, Legal Counsel will draft a contract for the Project Manager.

Motion by Trustee Mitchell to approve the Proposal for Chris Bingaman as written, Second by Trustee Sparks. Vote taken; motion carried.

Colonel Patrick Tiernan presented to the Board of Trustees examples of all the Stryker Equipment covered under the new contract as well as the safes to be used for narcotics.

Colonel Bowman with Colonel Allen Richard presented the proposed design for the new District Headquarters on Dixie Highway. Colonel Richard presented in detail the floor plan proposed with the new design. After review, Colonel Bowman asked the Board of Trustees to approve putting out for bid the design as presented.

Motion by Trustee Baker to approve putting out to bid the proposed design for the new District Headquarters, Second by Trustee Sparks. Vote taken; motion carried.

MOTION TO GO INTO CLOSED SESSION:

Trustee Baker 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 6:20 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 6:59 pm with the following actions taken:

Motion by Trustee Poynter to accept the disciplinary agreements with EMT Madison Huddleston as well as FF/EMT Gabriel Carter, Second by Trustee Mitchell. Vote taken; motion carried.

Motion by Trustee Poynter to terminate part-time employment due to abandonment: Brittany Bright, Clay Calvert, Cody Rowan, and Christian Widman, Second by Trustee Sparks. Vote taken; motion carried.

Motion by Trustee Poynter to approve, based on Chief Meiman's annual review, a 10% salary increase effective immediately and retroactive to March 1, 2025, Second by Trustee Sparks. Vote taken; motion carried.

Colonel Bowman also made the Board of Trustees aware of two significant accidents that occurred with District Apparatus in the past couple of weeks. He gave specifics for each accident to the Board for informational purposes only.

Colonel Bowman invited the Board to outside after the meeting to see Rescue 88 which is now in service.

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 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 Mitchell 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 7:20 pm.

Minutes transcribed by Cheryl Smalley