

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

**Date:** January 20, 2026

**Time:** 4:00 pm

**Attendees:** Chairman James Taylor, Dwight Mitchell, Dustin Baker, Patrick Sparks, Douglas Poynter, Jerry Whitaker, 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 December 15, 2025, motion by Trustee Poynter to approve minutes as written, Second by Trustee Sparks. Vote taken; motion carried.

**CORRESPONDENCE:** Read by Trustee Baker.

- Louisville Muhammad Ali International Airport Authority Police & Fire – Certificate of Appreciation
- Louisville Muhammad Ali International Airport Authority Police & Fire – Thank You Letter
- PETA – Thank You Letter
- Joseph Elder – Thank You Letter

## FINANCIAL REPORT:

The following financial report for the period ending December 31, 2025, was read by Trustee Mitchell:

<b>General Fund Checking: Beginning Balance 100006</b>	<b>\$ 481,870.11</b>
Total Receipts (deposits)	\$ 1,467,369.58
Total Monies Available in General Fund Checking	\$ 1,949,236.69
Disbursements (regular checks and direct deposit withdrawals)	\$ 1,465,682.98
<b>General Fund Checking: Ending Balance</b>	<b><u>\$ 483,556.71</u></b>

<b>Money Market Savings: Beginning Balance 110100</b>	<b>\$ 319,823.12</b>
Interest earned	\$ 578.31
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>\$ 320,401.43</u></b>

<b>Capital Funds Account: Beginning Balance 100001</b>	<b>\$ 1,277,003.99</b>
Interest Earned	\$ 2,309.10
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>\$ 1,279,313.09</u></b>

<b>Holding Company Money Market Account 100004</b>	<b>\$ 8,187,588.70</b>
Interest earned	\$ 32,045.49
Deposited into Holding Money Market	\$ 7,493,321.28
Monies transferred out to General Fund Checking	\$ 1,393,480.47
Monies transferred out to Payroll Account	\$ 1,077,849.01
<b>Holding Company MM Account Ending Balance</b>	<b><u>\$13,241,625.99</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>\$ 93,974.01</b>
Interest earned	\$ 169.93
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>\$ 94,143.94</u></b>
<b>Investment Account 110300</b>	<b>\$ 2,153,194.12</b>
Interest earned	\$ 13,554.59
Unrealized Gain on Investments	\$ 12,509.54
<b>Investment Account Ending Balance</b>	<b><u>\$ 2,179,258.25</u></b>
<b>Petty Cash</b>	<b>\$ 6,150.00</b>
Deposits or on Hand	\$ 0.00
Withdrawals	\$ 0.00
<b>Petty Cash Ending Balance</b>	<b><u>\$ 6,150.00</u></b>
<b>Payroll Clearing Account 100100</b>	<b>\$ 10,000.00</b>
Interest earned	\$ 0.00
Deposited into Payroll Account	\$ 882,927.81
Payroll Activity	\$ (882,920.51)
<b>Payroll Clearing Account Ending Balance</b>	<b><u>\$ 10,007.30</u></b>
<b>Public Funds 100101</b>	<b>\$ 166,238.30</b>
<b>Auxiliary Account 10200</b>	<b>\$ 6,914.28</b>
Total Funds Available	<b><u>\$17,788,609.29</u></b>

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

### PERSONNEL COMMITTEE:

#### Fire & EMS Personnel

New Hires Full-time:

- 1/12/26 – Hawkins, Courtney – EMT
- 1/12/26 – Zeitz, Adam – Paramedic
- 2/03/26 – Elder, Joseph – FF/EMT

New Hire Part-time:

- 1/15/26 – Milliner, Scott – FF/EMT
- 1/15/26 – Kissel, Eric – FF/EMT
- 1/23/26 – Marks, Spencer – FF/EMT

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

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations: N/A

### **Auxiliary Personnel**

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations/Resignations:

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

### **FIRE CHIEF'S REPORT:**

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

Chief Meiman presented a "Year End Review for 2025" to the Board of Trustees.

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

Chief Meiman discussed the Year End Audit for 2025. A final draft was sent through email to all members of the Board of Trustees. After discussion the Chief explained that the Year End Audit for 2025 was a "clean" audit, no material weaknesses.

Trustee Poynter motioned to approve the Year End Audit for 2025 as presented, Second by Trustee Whitaker. Vote taken; motion carried.

Chief Meiman issued an apology to the Board of Trustees regarding the recent newspaper announcement that Pleasure Ridge Fire Protection District was not compliant with the Department of Local Government. After much discussion, Chief Meiman stated that the District was now in full compliance with the Department of Local Government.

Chief Meiman discussed Abel Construction and work beginning on the building at 6770 Dixie Highway, the new Headquarters location. After discussion on the starting date of January 26, 2026, and the full plan, Chief Meiman requested that Mr. Taylor be able to serve as the Board's representative to sign the final contract presented to the District by Abel Construction, which would contain the maximum allowable cost for the project.

Motion by Trustee Mitchell to approve Mr. Taylor being allowed to sign on behalf of the District, Second by Trustee Sparks. 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 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 Sparks. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 4:53 pm.

Minutes transcribed by Cheryl Smalley