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

**Date:** May 18, 2026

**Time:** 4:00 pm

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

**Absent:** Trustee Patrick Sparks and Dena Whitler-Weedman

**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 April 20, 2026, motion by Trustee Mitchell to approve minutes as written, Second by Trustee Poynter. Vote taken; motion carried.

**CONSTRUCTION UPDATE:**

- Chris Bingaman, Project Manager for 6770 Dixie Highway property, gave an update as well as showed pictures of the current progress.

**CORRESPONDENCE:** Read by Trustee Baker.

- Louisville Metro EMS – Thank You

**FINANCIAL REPORT:**

The following financial report for the period ending April 30, 2026, was read by Trustee Mitchell:

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|---|---|
| **General Fund Checking: Beginning Balance 100006** | **$ 359,462.71** |
| Total Receipts (deposits) | $ 1,304,378.32 |
| Total Monies Available in General Fund Checking | $ 1,663,841.03 |
| Disbursements (regular checks and direct deposit withdrawals) | $ 1,438,629.74 |
| **General Fund Checking: Ending Balance** | **$ 225,211.29** |
| | |
| **Money Market Savings: Beginning Balance 110100** | **$ 694,088.58** |
| Interest earned | $ 1,076.50 |
| Monies transferred into Money Market Savings Account | $ 0.00 |
| Monies transferred out to General Fund Checking | $ 142,787.96 |
| 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** | **$ 552,377.12** |
| | |
| **Capital Funds Account: Beginning Balance 100001** | **$ 1,285,632.39** |
| Interest Earned | $ 2,113.37 |
| Deposited into Capital Fund Account | $ 0.00 |
| Monies Transferred out to General Fund Checking | $ 0.00 |
| **Capital Company Account Ending Balance** | **$ 1,287,745.76** |
| | |
| **Holding Company Money Market Account 100004** | **$18,970,717.07** |
| Interest earned | $ 54,798.01 |
| Deposited into Holding Money Market | $ 2,194,775.57 |
| Monies transferred out to General Fund Checking | $ 822,222.56 |
| Monies transferred out to Payroll Account | $ 1,035,485.11 |
| **Holding Company MM Account Ending Balance** | **$19,362,582.98** |

| | |
|---|---|
| **Holding Company Account Beginning Balance 100300** | **$ 1,000.00** |
| Interest Earned | $ 0.00 |
| EFT Deposited into Holding Company Account | $ 894,411.48 |
| Monies Transferred out to General Fund Checking | $ (894,411.48) |
| **Holding Company Account Ending Balance** | **$ 1,000.00** |
| | |
| **Forcht Retirement Sick Leave 110200** | **$ 94,608.98** |
| Interest earned | $ 155.52 |
| Deposited into Investment Account | $ 0.00 |
| Monies transferred out to General Fund Checking | $ 0.00 |
| **Forcht Retirement Sick Leave Ending Balance** | **$ 94,764.50** |
| | |
| **Investment Account 110300** | **$ 2,166,628.23** |
| Interest earned | $ 11,251.83 |
| Unrealized Gain on Investments | $ 20,607.98 |
| **Investment Account Ending Balance** | **$ 2,198,488.04** |
| | |
| **Petty Cash** | **$ 6,150.00** |
| Deposits or on Hand | $ 0.00 |
| Withdrawals | $ 0.00 |
| **Petty Cash Ending Balance** | **$ 6,150.00** |
| | |
| **Payroll Clearing Account 100100** | **$ 286,593.63** |
| Interest earned | $ 0.00 |
| Deposited into Payroll Account | $ 1,035,492.47 |
| Payroll Activity | $ (1,312,078.74) |
| **Payroll Clearing Account Ending Balance** | **$ 10,007.36** |
| | |
| **Public Funds 100101** | **$ 49,178.92** |
| | |
| **Auxiliary Account 10200** | **$ 6,056.59** |
| | |
| Total Funds Available | **$23,793,562.56** |

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

**PERSONNEL COMMITTEE:**

**Fire & EMS Personnel**

New Hires Full-time:

- 3/23/26 – Lanham, Madilyn – EMT
- 3/23/26 – Nickence, Kori – Paramedic
- 3/23/26 – Powers, Michael - 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:

- 4/21/26 – Zeitz, Adam – Paramedic – probationary member terminated.

**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.

**EMERGENCY SICK TIME POOL COMMITTEE:**

Colonel Bowman spoke about a meeting of the Emergency Sick Time Pool Committee on a sick time pool request by a current employee, which the committee approved. Colonel Bowman also discussed a change in the current policy regarding committee members; he would like to expand the committee to include a Paramedic, Firefighter, and an EMT to encompass every rank within our department. The policy will be revised and presented to the Board of Trustees for approval.

**ELECTION COMMITTEE:**

Major Baker presented to the Board of Trustees, nomination forms for the Firefighter/District Member Trustee Election for Nathan Graviss, Kyle Mattingly and Joshua Johnson.

Motion by Trustee Poynter to approve the nominations as presented, Second by Trustee Whitaker. 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:**

Chief Meiman presented the Budget for Fiscal Year 2026-2027. Chief Meiman gave the Board of Trustees specifics on Capital projects, purchases, equipment/vehicles etc. Chief Meiman will present the written Budget to the Board at next month's meeting for approval.

Chief Meiman shared with the Board of Trustees a document declaring May 6, 2026 National Special Districts Day presented by the National Special Districts Association.

**MOTION TO GO INTO CLOSED SESSION:**

Trustee Mitchell 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 Whitaker. Vote taken; motion carried. Closed Session began at 4:50 pm.

**RETURN TO OPEN SESSION:**

Trustee Mitchell motioned to return to Open Session, Second by Trustee Poynter. Vote taken; motion carried. The meeting returned to Open Session at 5:10 pm with the following actions taken:

Trustee Poynter motioned to accept the disciplinary agreement with Clayton Wathen as presented, Second by Trustee Baker. Vote taken; motion carried.

Trustee Taylor motioned to approve the hiring of the Human Resources Director, Charles Mucker, Second by Trustee Baker. 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 Poynter. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 5:12 pm.

Minutes transcribed by Cheryl Smalley