

PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT BOARD OF TRUSTEE MEETING MINUTES

Date: January 21, 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, Cheryl Smalley, Lora Bentley, and Maurice Byrne Jr.

CALL TO ORDER:

- The meeting was called to order at 5:24 pm by Trustee James Taylor, Chairman.

OATH OF OFFICE:

- Mayor Greenburg appointed Patrick Sparks as Metro Mayor Appointee with a term to expire 6/30/2026. Trustee Sparks read the Oath of Office into the record.

APPROVAL OF MINUTES:

- Approval of Board Meeting Minutes for December 16, 2024, and Special Board Meeting Minutes 1/3/2025 – Motion by Trustee Baker to approve minutes as written, Seconded by Trustee Mitchell. Vote taken; motion carried.

TRUSTEE RESIGNATION:

- Chairman Taylor read into the record the resignation submitted by Trustee Butch Sample, effective 1/14/2025. Motion by Trustee Poynter to approve the resignation of Butch Sample, Seconded by Trustee Baker. Vote taken; motion carried.
- Trustee Ford submitted a letter resigning from the position of Treasurer for the Board at the December 16, 2024 Board Meeting. Motion by Trustee Mitchell to approve the resignation of Charles Ford from the Treasurer position, Seconded by Trustee Sparks. Mr. Ford abstained from voting. Vote taken; motion carried.

NOMINATION OF OFFICERS FOR THE BOARD:

Treasurer: Trustee Poynter nominated Trustee Baker.

Trustee Ford nominated Trustee Mitchell.

Chairman Taylor asked for votes for Trustee Baker – Poynter, Mitchell & Sparks voted for Trustee Baker.

Chairman Taylor asked for votes for Trustee Mitchell – Ford and Taylor voted for Mitchell.

No other nominations followed. After the above votes, Trustee Baker was voted as Treasurer.

Secretary: Trustee Sparks nominated Trustee Poynter, Seconded by Trustee Mitchell. No other nominations followed. Vote taken; motion carried.

CORRESPONDENCE: Read by Trustee Sample

- Meade County Fire Protection District – Thank You.
- Kathy Peters – Thank You.

FINANCIAL REPORT:

The following financial report for the period ending December 30, 2024, was read by Trustee Ford:

General Fund Checking: Beginning Balance 100006	\$ 218,274.27
Total Receipts (deposits)	\$ 1,684,078.22
Total Monies Available in General Fund Checking	\$ 1,902,352.49
Disbursements (regular checks and direct deposit withdrawals)	\$ 1,428,808.55
General Fund Checking: Ending Balance	<u>\$ 473,543.94</u>

Money Market Saving: Beginning Balance 110100	\$ 712,353.74
Interest earned	\$ 1,249.06
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>\$ 713,602.80</u>

Capital Funds Account: Beginning Balance 100001	\$ 1,251,806.96
Interest Earned	\$ 2,194.95
Deposited into Capital Fund Account	\$ 0.00
Monies Transferred out to General Fund Checking	\$ 0.00
Capital Company Account Ending Balance	<u>\$ 1,254,001.91</u>

Holding Company Money Market Account 100004	\$ 5,657,806.01
Interest earned	\$ 24,376.36
Deposited into Holding Money Market	\$ 7,124,118.90
Monies transferred out to General Fund Checking	\$ 2,267,762.35
Monies transferred out to Employee Sick Time	\$ 0.00
Holding Company MM Account Ending Balance	<u>\$10,538,538.90</u>

Holding Company Account Beginning Balance 100300	\$ 1,661,184.35
Interest Earned	\$ 262.69
EFT Deposited into Holding Company Account	\$ 273,511.24
Monies Transferred out to General Fund Checking	\$ (393,000.00)
Holding Company Account Ending Balance	<u>\$ 1,541,958.28</u>

Forcht Retirement Sick Leave 110200	\$ 276,531.27
Interest earned	\$ 424.20
Deposited into Investment Account	\$ 0.00
Monies transferred out to General Fund Checking	\$ 0.00
Forcht Retirement Sick Leave Ending Balance	<u>\$ 276,955.47</u>

Investment Account 110300	\$ 2,079,540.60
Interest earned	\$ 359.86
Deposited into Investment Account	\$ 24,512.87
Investment Account Ending Balance	<u>\$ 2,104,413.33</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	\$ 17,553.70
Interest earned	\$ 8.34
Deposited into Payroll Account	\$ 1,002,595.88
Payroll Activity	\$ (786,512.51)
Payroll Clearing Account Ending Balance	<u>\$ 233,645.41</u>
Old Operating Account 100101	\$ 7,989.91
Auxiliary Account 10200	\$ 2,599.40
Total Funds Available	<u>\$17,153,399.35</u>

Trustee Mitchell 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 Mitchell motioned to approve the Financial Updates as read, Second by Trustee Poynter. 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.: N/A

Leave of Absence:

- 1/11/2025 – Moore, Martin – FF (PT) – submitted a letter requesting a leave of absence effective immediately.

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 12/11/24 – Shellhart, Timothy – CPT (PT) – submitted a letter of resignation effective 12/31/24.

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations/Resignations: N/A

Motion by Trustee Baker to approve the above list as read, Second by Trustee Mitchell. 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.

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:

Chief Meiman gave his year-end presentation for 2024.

Chief Meiman presented information for notification to the Board of Trustees regarding House Bill 388. This bill would allow Suburban Fire Departments with Ambulance Services to begin billing Metro Government for Transports and emergency incidents conducted by our agency within the Urban Service District. We are currently tracking this information.

Chief Meiman presented the Clinical Counselor's Contract for renewal with no changes. He requests that his contract be renewed to expire in December 2025.

Motion by Trustee Mitchell to approve the contract renewal and expiration as requested, Second by Trustee Poynter. Vote taken; motion carried.

Colonel Bowman discussed the contract for ALS360 with Stryker. Legal Counsel, Maurice Byrne, Jr. has been presented with this contract for review. Mr. Byrne has proposed that the Board approve the contract, and approve the resolution subject to the final ok of the Chief, Deputy Chief, and Legal Counsel regarding the service provisions.

Motion by Trustee Mitchell to approve the contract and resolution for ALS360 subject to the final ok of the Chief, Deputy Chief, and Legal Counsel regarding the service provisions, Second by Trustee Poynter. Vote taken; motion carried.

Mr. Maurice Byrne, Jr. addressed the Board of Trustees regarding the vacated position of Property Owner Trustee. Mr. Taylor addressed the Board regarding waiting until the election instead of getting a Trustee appointed through the Mayor's office for such a short time (approximately 30 days).

Motion by Trustee Mitchell to approve waiting until the election for Property Owner Trustee to fill the vacant position, Second by Trustee Poynter. 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 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, Seconded by Trustee Poynter. Vote taken; motion carried. The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 6:15 pm.

Minutes transcribed by Cheryl Smalley