

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

Date: November 21, 2022

Time: 6:30 pm

Attendees: Trustees James Taylor (Chair), Butch Sample (Secretary), Charles Ford (Treasurer), Leslie Ryan, Betty Jarboe and Doug Poynter; Chief Jason Meiman, Deputy Chief J. A. Bowman, Lt. Colonel Eric Duffy, Cheryl Smalley, and Maurice Byrne Jr.

Absent: **Trustee** Matt May

APPROVAL OF MINUTES:

- Approval of Special Board Meeting Minutes for November 10, 2022 – Motion by Trustee Sample to approve minutes as written, Seconded by Trustee Ryan. Vote taken; motion carried.
- Approval of Board Meeting Minutes for October 17, 2022 – Motion by Trustee Ryan to approve the minutes as written, Seconded by Trustee Poynter. Vote taken; motion carried.

OATH OF OFFICE:

- Major Troy Graviss took his Oath of Office for the position of District Chief.

CORRESPONDENCE:

- The following correspondence were read into record:
 - Thank You – James and Marcia Taylor
 - Thank You – Sandy Walters
 - Thank You – Mark S Reichenbach, Dow Louisville Contractor

FINANCIAL REPORT:

The following financial report was read by Trustee Ford:

• General Fund Checking Account/Forcht Bank beginning October 1, 2022:	\$ 559,110.00
Total receipts for deposits:	\$ 1,421,862.21
Total monies available in General Fund Checking Account:	\$ 1,980,972.21
Total disbursements:	\$ 1,566,040.70
Ending Balance on October 31, 2022:	\$ 414,931.51
• Money Market Saving Account/Forcht Bank beginning balance Oct. 1, 2022:	\$ 6,371,845.36
Interest earned:	\$ 1,872.08
Monies transferred into Money Market Saving Account:	\$ 0.00
Monies transferred into General Fund Checking Account:	\$ 1,300,000.00
Monies transferred into Holding Company Account	\$ 0.00
Ending Balance on October 31, 2022:	\$ 5,073,717.44
• Holding Company Account beginning balance as of September 1, 2022:	\$ 2,491,084.67
Interest earned for January:	\$ 357.27
EFT Deposited into Holding Company Account:	\$ 227,681.23
Monies transferred into General Fund Checking:	\$ 500,000.00
Monies transferred into Employee Sick Time:	\$ 0.00
Ending Balance on September 30, 2022:	<u>\$ 2,219,123.17</u>
Total Funds Available (General Fund + Money Market + Holding Company):	\$ 7,707,772.12

Trustee Ryan motioned to approve the Financial Report as read, second by Trustee Sample. Vote taken; motion carried.

COMMITTEE REPORTS

FINANCE COMMITTEE:

Monthly Financial Update:

- The Board reviewed the following reports:
 - Balance Sheet (FY 2022/2023)
 - Budget vs Actual
 - Revenue Tracker

Trustee Sample motioned to approve the Financial Updates as read, second by Trustee Ryan. Vote taken; motion carried.

- Chief Meiman presented the following options regarding the proposed renovations at the Training Center - \$1.2 million – 4.45%/60 month, 4.99%/120 months or 3.5%/12-month interest only loan.

Trustee Sample motioned to approve the option of 3.5%/12-month interest only loan, Seconded by Trustee Ryan. Vote taken; motion carried.

- Chief Meiman presented a proposal to purchase a replacement vehicle for the 2203 position, \$49,300 - Chevrolet Silverado 2500, Crew Cab, 4-wheel drive with additional topper (\$3565) and Slide (\$1795).

Trustee Ryan motioned to approve the purchase of the replacement 2203 vehicle as described, Seconded by Trustee Poynter. Vote taken; motion carried.

PERSONNEL COMMITTEE:

Fire & EMS Personnel

New Hires Full-time:

- 10/30/2022: Troy Graviss – Major – District Chief

New Hire Part-time: N/A

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

Leave of Absence:

- 11/1/2022: Recktenwald, Brayden, Firefighter, Part Time – submitted a request for a leave of absence effective immediately.

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 10/20/2022: Massie, Tyler, FF/EMT – submitted a letter of resignation effective 11/1/2022.
- 10/26/2022: Dant, Brian, Paramedic – submitted a letter to go from full time paramedic to part time paramedic effective 11/8/2022.
- 10/31/2022: Stover, Wesley, Rapid Response – submitted a letter of retirement effective 11/1/2022.

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations: N/A

Motion by Trustee Sample to approve the above list as read, Second by Trustee Poynter. Vote taken; motion carried.

ETHICS COMMITTEE: N/A

LONG RANGE PLANNING COMMITTEE: N/A

EMERGENCY SICK TIME POOL COMMITTEE: N/A

ELECTION COMMITTEE FOR FIREFIGHTER/DISTRICT MEMBER ELECTION: N/A

FIRE CHIEF'S REPORT:

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

MOTION TO GO INTO CLOSED SESSION:

Trustee Ryan 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 Poynter. Vote taken; motion carried. Closed Session began at 7:00 pm.

RETURN TO OPEN SESSION:

Trustee Sample motioned to return to Open Session, Second by Trustee Ford. Vote taken; motion carried. The meeting returned to Open Session at 7:15 pm with no action taken.

UNFINISHED BUSINESS/NEW BUSINESS OR FOR INFORMATIONAL PURPOSES:

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 that 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 Ford 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 7:16 pm.