

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

Date: May 20, 2019

Approved 06/17/19

Called to Order: 6:30 pm

Attendees: Trustees present: James Taylor (Chair), Rosemary Mattingly (Treasurer), Bill Hibdon (Secretary), Tony Butler, Charles Ford, Darrell Miller, and Butch Sample. Chief Doug Recktenwald, Gayle Bolton, and Maurice Byrne Jr. were also in attendance.

OPENING OF PROCEDURES: Chair Taylor called the meeting to order.

Approval of April 15, 2018 Board Meeting Minutes: *Motion by Trustee Miller, Second by Trustee Butler. Vote taken, motion carried.*

CORRESPONDANCE: N/A

TRAINING CENTER REPORT: April 2019 Uses - 35; Personnel – 340; Hours - 128; Income generated - \$3,050.00.

FINANCIAL REPORT

General Fund Checking Account/Forcht Bank beginning April 1, 2019: \$736,871.27. Total receipts for deposits: \$588,600.24. Total monies available in General Fund Checking Account: \$1,325,471.51. Total disbursements: \$648,956.46. Ending balance on April 30, 2019, in General Fund Checking: \$676,515.05.

Money Market Savings Account/Forcht Bank beginning balance as April 1, 2019: \$6,780,148.09. Interest earned for April: \$2,045.96. Monies transferred into General Fund Checking Account: \$400,000.00. Monies transferred into Money Market Saving Account: \$0.00. Ending Balance on April 30, 2019: \$6,382,194.05.

Total Funds Available at Forcht Bank: \$7,058,709.10

Trustee Hibdon motioned to approve the Financial Report as read, second by Trustee Miller. Vote taken, motion carried.

COMMITTEE REPORTS

FINANCE COMMITTEE:

Monthly Financial Updates:

- The Board of Trustees reviewed the Expenditures & Income and Balance Sheets for the ending of FY 2018-2019.

OLD BUSINESS: N/A

NEW BUSINESS:

- *The Committee motioned to approve the April 2109 Volunteer Nominal Fee Payment request in the amount of \$9,750.00. Second by Trustee Hibdon. Vote taken, motion carried.*
- *The Committee motioned to approve the only bid received for the 1998 Seagrave Aerial Platform, VIN 1R9F838J7WCST2008 which was from The City of Loretto Kentucky Volunteer Fire Department with an offer of \$52,676, Second by Trustee Butler. Vote taken, motion carried.*
- *The Committee motioned to approve Chief's request of \$5000 increase to Deputy Chief Brian Morgan's salary, Second by Trustee Butler. Vote taken, motion carried.*
- Chief presented the draft 2019-2020 Budget for review and approval. *Motion by Trustee Miller, Second by Trustee Butler. Vote taken, motion carried.*

- *The Committee motioned to approve the cost sharing of the Legislative Representation Contract with the Denton Group, in the amount of \$18,000. The cost share will depend on how many departments support this effort. Second by Trustee Butler. Vote taken, motion carried.*
- Chief presented the “sealed” bid opening results for the Ambulances, with his recommendation of the Southeast/Frontline Ambulance, in the amount of \$115,182. *Motion by Trustee Sample, Second by Trustee Butler. Vote taken, motion carried.*

Southeast/Frontline Ambulance	\$115,182
911 Fleet & Fire Equipment/Front line Ambulance	\$117,786
Penn Care/Medix Ambulance	\$139,347

PERSONNEL COMMITTEE: Please note the Committee Meeting was cancelled

OLD BUSINESS:

FF/EMT Hiring List - See Personnel Status Changes below

FF Trainees - See Personnel Status Changes below

NEW BUSINESS

Fire & Rescue Personnel

New Volunteer Members: N/A

New Hires:

The following personnel were hired from the “approved” Hiring List:

- 05/06/19: FF Cory McDonald (Please note FF McDonald submitted his resignation effective 05/17/19)
FF Joseph Davidson
(Please note that Devin Pate and Greg Meredith withdrew from the Hiring List)
- The following personnel completed all requirements therefore do not have to go through the Trainee Program and are automatically qualified to be hired as fulltime as FF/EMT’s:
05/06/19: FF Pete Hooker
FF Tyler Martin
- Part-time FF/EMTS: Pending approval of the Board of Trustees, the following personnel is being recommended for employment as a part-time FF/EMT:
FF Matthew Thomas
- The “Application for Scholarship” forms from the new FF Trainees are attached for the Board’s signature:
FF Ulysses Gober
FF Matthew Richard
FF David Willen
FF Brayden Recktenwald
FF Cean Thomas
FF Zachary Meiman
FF Jamie Carr
FF Joe Stuart
FF Justin Elder

Reactivations: N/A

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

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 05/07/19: FF Jonathon Recktenwald (part-time) resigned.
- 05/13/19: FF Jackson Helson (part-time) abandoned his position.

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Trustee Miller motioned to approve the Personnel Actions as read, Second by Trustee Butler. Vote taken, motion carried.

Employee Handbook Additions, Revisions or Deletions: N/A

Policies & Procedures Manual Additions, Revisions or Deletions: N/A

ETHICS COMMITTEE: N/A

LONG RANGE PLANNING COMMITTEE: N/A

APPARATUS COMMITTEE: N/A

EMERGENCY SICK TIME POOL COMMITTEE: N/A

ELECTION COMMITTEE (Property Owner Trustee Election June 22, 2019):

One Nomination Form for Property Owner Trustee was received. *Trustee Miller motioned to accept the form received from William Hibdon, Second by Trustee Mattingly. Vote taken, motion carried.*

FIRE CHIEF'S REPORT

- April 2019 Statistical Summary
- Training Tower Site Assessment confirmed the tower was structurally sound but does not some work.
- American Red Cross will now provide the Fire District with smoke detectors.

Chief requested a Closed Session for the purpose of "Discussions 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.

MOTION TO GO INTO CLOSED SESSION: Motion by Trustee Miller, Second by Trustee Hibdon. Vote taken, motion carried. Closed Session started at 7:05pm.

RETURN TO OPEN SESSION: The meeting returned to Open Session at 7:10pm, with no action taken.

UNFINISHED BUSINESS/NEW BUSINESS or for Informational Purposes:

- "Annual Evaluation of the Fire Chief"

MOTION TO GO INTO CLOSED SESSION: Chair Taylor requested a Closed Session for the purpose of "Discussions 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. *Motion by Trustee Miller, Second by Trustee Sample. Vote taken, motion carried. Closed Session started at 7:11pm.*

RETURN TO OPEN SESSION: The meeting returned to Open Session at 7:43pm, with no action taken.

Trustee Hibdon motioned to approve a 10% increase (\$12,700) to Chief's salary, Second by Trustee Butler. Vote taken, motion carried.

ADJOURNMENT: The minutes and the financial statement that have been approved by the Board of Trustees will be kept in the minute book and to be filed with the Jefferson County 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 Miller motioned to adjourn the meeting, Second by Trustee Butler. Vote taken, motion carried.* The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 7:45pm.

Minutes transcribed by
Gayle Bolton