

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

Date: May 18, 2020

Approved 6/15/20

Called to Order: 6:30 pm

Attendees: Trustees present: James Taylor (Chair), Rosemary Mattingly (Treasurer), Tony Butler, Butch Sample (Acting Secretary), Charles Ford (tele-conference), and David Mattingly. Chief Doug Recktenwald, Gayle Bolton, Angela Hatchett, and Maurice Byrne Jr. were also in attendance.

OPENING OF PROCEDURES: Chair Taylor called the meeting to order at 6:30pm.

Approval of April 20, 2020 Board of Trustees Meeting Minutes: Motion by Trustee R. Mattingly for approval, Second by Trustee D. Mattingly, Vote taken; motion carried.

Approval of April 30, 2020 Special Board of Trustees Meeting Minutes: Motion by Trustee D. Mattingly for approval, Second by Trustee Butler, Vote taken; motion carried.

Chief Recktenwald advised that he received a verbal resignation from Trustee Bill Hibdon. Please note Chair Taylor removed himself from this discussion. Trustee Butler motioned to accept the resignation, Second by Trustee D. Mattingly. Vote taken; motion carried. Chair Taylor rejoined the meeting.

Chief stated it was unfortunate that Mr. Hibdon made an inappropriate comment towards the African American community. He advised that he has met with all employees and advised that racial, sexual, and/or any other type of discrimination will not be tolerated and he will seek for termination of the individual. Regardless if you are a Trustee or another other member, there is zero tolerance. Trustee Ford expressed his appreciation towards the Board and Chief for how this issue has been handled.

CORRESPONDANCE: N/A

TRAINING CENTER REPORT for April 2020: No usage due to Covid-19

FINANCIAL REPORT

General Fund Checking Account/Forcht Bank beginning April 1, 2020: \$635,391.43. Total receipts for deposits: \$933,139.71. Total monies available in General Fund Checking Account: \$1,568,531.14 Total disbursements: \$1,030,949.58. Ending balance on April 30, 2020, in General Fund Checking: \$537,581.56

Money Market Savings Account/Forcht Bank beginning balance as April 1, 2020: \$7,848,439.46. Interest earned for April: \$2,090.92. Monies transferred into General Fund Checking Account: \$600,000.00. Monies transferred into Money Market Saving Account: \$0.00. Ending Balance on April 30, 2020: \$7,250,530.38.

Total Funds Available at Forcht Bank: \$7,788,111.94

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

COMMITTEE REPORTS

FINANCE COMMITTEE:

Monthly Financial Updates:

- The Board of Trustees reviewed the Expenditures & Income and Balance Sheets for FY 2019-2020.

OLD BUSINESS:

- The Committee motioned to approve the request of rolling over the Cane Run Road property sale price of \$235,000 towards the Forcht Bank Line of Credit. Second by Trustee Butler. Vote taken; motion carried.

NEW BUSINESS:

- The Committee motioned for Trustee Sample to fill the vacancy of the third check signer. Second by Trustee D. Mattingly. Vote taken; motion carried. Bill Hibdon's name will be removed immediately.

PERSONNEL COMMITTEE: Please note the meeting was cancelled....

OLD BUSINESS: N/A

NEW BUSINESS:

Chief Recktenwald is requesting to promote the following personnel effective July 1, 2020:

- SGT Chris Wardrip to the rank of Captain
- FF/EMT Devin Hermes to the rank of Sergeant
- FF/EMT Aaron Herl to the rank of Sergeant
- FF/EMT Michael Copass to the rank of Sergeant

Chief is also requesting to place two other members in acting positions effective July 1, 2020, until such time the Fire Commission resumes classes, testing and certifications and the members achieve the required certifications:

- SGT Allen Weber to Acting Captain
- FF/EMT Doug Poynter to Acting Sergeant

Trustee Sample motioned to approve the promotions listed above, Second by Trustee D. Mattingly. Vote taken; motion carried. Chief explained the process and confirmed those in acting positions will also receive the promotional pay while in that role.

New Hires Full-time FF/EMT: N/A

New Hires Full-time Paramedic: N/A

New Hires Part-time FF/EMT:

- 05/04/20: FF Stephan Kulas
- 05/18/20 FF Michael Ford

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

- 03/20/20: FF Daniel Lowe completed his new hire probation:
- 03/20/20: SGT Scott Bock completed his promotional probation
- 03/24/20: Captain Joseph Frazier has completed his promotional probation
- 04/16/20: FF Cody Lohden completed his new hire probation
- 04/15/20: The following personnel completed their new hire probation:
 - Paramedic Shawn Wilder
 - Paramedic Michael Miller
 - Paramedic Christopher Willis
- 05/06/20: FF/EMT Joseph Davidson
- FF/EMT Ulysses Gober
- FF/EMT Matthew Richard
- FF/EMT Brayden Recktenwald
- FF/EMT Pete Hooker
- FF/EMT Zachary Meiman
- FF/EMT Jamie Carr
- FF/EMT Tyler Martin
- FF/EMT Justin Elder

Leave of Absence:

- 03/10/20: Part-time FF Cliff Kinniard requested to extend his Personal LOA through the month of May
- 05/17/20: FF/Paramedic Michael Miller requested an FMLA LOA

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 04/28/20: Part-time FF Billy Keith resigned from employment

Auxiliary Personnel

New Applicants/Reactivations: N/A
Leave of Absence: N/A
Return from Leave: N/A
Terminations: N/A

Trustee R. Mattingly motioned to approve the personnel actions as listed above, 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

EMERGENCY SICK TIME POOL COMMITTEE: N/A

ELECTION COMMITTEE FOR FF/DISTRICT MEMBER TRUSTEE ELECTION 06/27/20:

Please note the Trustee David Mattingly withdrew from discussion. Motion by Trustee Butler to approve the one nomination received: David Mattingly
Second by Trustee R. Mattingly. Vote taken; motion carried.

Trustee Charles Ford is the alternate on the Election Committee and will fill the void of Bill Hibdon.

FIRE CHIEF'S REPORT

- April 2020 Statistical Summary
- Chief advised the University of Louisville turned down the proposal for private transport service.
- On May 1, 2020, the Executive Orders for the merger was signed, effective July 1, 2020.

UNFINISHED BUSINESS/NEW BUSINESS or for Informational Purposes:

Trustee R. Mattingly motioned for approval of the Comptroller Agreement, Second by Trustee Sample. Vote taken; motion carried. Please note Chair Taylor withdrew from discussion.

The Board will discuss the vacant trustee position at the June Board Meeting.

MOTION TO GO INTO CLOSED SESSION: N/A

RETURN TO OPEN SESSION: N/A

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 Butler motioned to adjourn the meeting, Second by Trustee D. Mattingly. Vote taken; motion carried.* The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 7:06pm.

Minutes transcribed by Gayle Bolton