

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

TO BE COMPLIANT WITH KENTUCKY OPEN MEETING LAWS AND DUE TO SPECIAL CIRCUMSTANCES REGARDING THE CORONAVIRUS, THE MEETING WAS CONDUCTED ON VIDEO-TELECONFERENCE AS WELL AS IN PERSON... TRUSTEES CHOICE.

Date: April 20, 2020 Approved 05/18/2020
Called to Order: 6:30 pm
Attendees: Trustees present: James Taylor (Chair), Rosemary Mattingly (Treasurer), Bill Hibdon (Secretary), Tony Butler, Butch Sample, Charles Ford, and David Mattingly. Chief Doug Recktenwald, Gayle Bolton, and Maurice Byrne Jr. were also in attendance.

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

Approval of March 16, 2020 Board of Trustees Meeting Minutes: Motion by Trustee Buter for approval, Second by Trustee D. Mattingly, Vote taken; motion carried.

Please note the Minutes listed below all revolve around the same agenda relating to the Improvement of Service with Lake Dreamland Fire District

APPROVAL OF MINUTES for March 19, 2020 Improvement of Services Committee Meeting Motion by Trustee D. Mattingly for approval, Second by Trustee Butler, Vote taken; motion carried.

APPROVAL OF MINUTES for March 24, 2020 Improvement of Services Committee Meeting Motion by Trustee Buter for approval, Second by Trustee R. Mattingly, Vote taken; motion carried.

APPROVAL OF MINUTES for April 3, 2020 Improvement of Services Committee Meeting Motion by Trustee Buter for approval, Second by Trustee D. Mattingly, Vote taken; motion carried.

APPROVAL OF MINUTES for April 9, 2020 Special Board of Trustees Meeting Motion by Trustee D. Mattingly for approval, Second by Trustee R. Mattingly, Vote taken; motion carried.

CORRESPONDANCE:

Captain Slinger's mother-in-law and father-in-law sent a "thank you" note for everything the members do. They also sent wishes and prayers during the Covid-19 crisis.

Evan Wilson with the First Responder Task Force sent a letter thanking the members for all they do and the sacrifices they make. He thanked Chief Recktenwald for a lifetime of answering the call and stepping into harm's way and stated what a pleasure it was to meet Chief's sons.

TRAINING CENTER REPORT for March 2020: Uses = 20; Personnel = 643; Hours = 95; Income generated = \$100.00

FINANCIAL REPORT

General Fund Checking Account/Forcht Bank beginning March 1, 2020: \$634,746.48. Total receipts for deposits: \$1,168,195.44. Total monies available in General Fund Checking Account: \$1,802,941.92 Total disbursements: \$1,095,432.64. Ending balance on March 31, 2020, in General Fund Checking: \$707,509.28

Money Market Savings Account/Forcht Bank beginning balance as March 1, 2020: \$8,346,012.74. Interest earned for March: \$2,426.72. Monies transferred into General Fund Checking Account: \$500,000.00. Monies transferred into Money Market Saving Account: \$0.00. Ending Balance on March 31, 2020: \$7,848,439.46.

Total Funds Available at Forcht Bank: \$8,555,948.74

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

- May 1st is the deadline to accept nominations
- May 15th is the deadline to submit nominees for joint advertisement in the Courier Journal
- Information shared regarding absentee ballots according to our By-Laws.
- eFIRE e3A "2020 Elections Covid-19 Health Screening Voters" dated 4/15/20 was included for review.

FIRE CHIEF'S REPORT

- March 2020 Statistical Summary
- Chief advised confirmed the University of Louisville has inquired if the Pleasure Ridge Park Fire District would like to partner with them to provide an ambulance service for "private transport". During conversation, it was made clear that if the Fire District continues discussion, the tax payers dollars CANNOT be used for this service. With additional background regarding this offer, Chief asked for approval to negotiate with University of Louisville's COO. Although Chief has researched this project in great depths, there are a lot of information that needs clarification. Information would be brought back to the Board of Trustees for review. Trustee Sample motioned to give Chief the approval to negotiate on behalf of the Fire District, Second by Trustee D. Mattingly. Vote taken; motion.

UNFINISHED BUSINESS/NEW BUSINESS or for Informational Purposes:

Recommendation for the Mayoral Appointee Trustee vacancy: Due to not having the individual's name readily available for the recommendation letter for the Mayoral Appointee vacancy, the Finance Committee will add this to their agenda for their upcoming Special Finance Committee Meeting when discussing the Comptroller's position. It was a unanimous decision for approval, that the Finance Committee handle accordingly with a Letter of Recommendation to the Mayor.

MOTION TO GO INTO CLOSED SESSION: Trustee Butler motioned for closed session for "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]". Second by Trustee D. Mattingly. Vote taken; motion carried. Chair Taylor and Trustee Hibdon were asked to leave the meeting. Closed Session started at 7:17pm...

RETURN TO OPEN SESSION: The meeting returned to Open Session at 8:25pm with no action taken.

Trustee Butler motioned to prefer charges against Trustee Hibdon for misconduct and schedule a hearing for May 6, 2020, at 6:30pm. Considering the circumstances, he motioned for Trustee R. Mattingly to be the Acting Chair and Trustee Sample the Acting Secretary. Second by Trustee D. Mattingly. 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 Butler motioned to adjourn the meeting, Second by Trustee Sample. Vote taken; motion carried.* The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 8:26pm.

Minutes transcribed by Gayle Bolton

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

- 02/09/20: FF James Baines completed his new hire probation and extension of probation
- 03/14/20: Part-time RR member FF Nick Glass requested a 30-day Personal LOA
- 03/16/20: Captain Adam Gassman completed his promotional probation
- 04/09/20: FF Troy Hanson completed his new hire probation and extension of probation
- 04/12/20: FF/Paramedic Josh Johnson was promoted to an Acting EMS Compliance Officer
- 04/12/20: Paramedic Chris Willis was promoted to an Acting EMS Compliance Officer
- 04/16/20: FF Cody Lohden completed his new hire probation

Leave of Absence:

- 03/10/20: Part-time FF Tim Goldman is off on a temporary Medical LOA
- 04/10/20: Part-time RR member FF Samantha Duvall requested a Personal LOA

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- ~~03/03/20: Paramedic Wes Jones submitted his resignation from his full-time position-~~
Please note Wes Jones withdrew his resignation.

FF Trainee Academy Personnel:

Below are the ranked applicants accepted into the Trainee Academy which will be starting on April 20, 2020. *****Notates the Trainee "Application for Scholarship to Receive Training as Firefighter/Emergency Medical Technician and Agreement of Terms of Reimbursement on Acceptance" forms that need to be sign by the Board of Trustees.

- Bradley Scarbrough
- William Johnson
- Thomas Hodgkins
- Justin Doyle *****
- Francis Tharp III *****
- Chad Conway *****
- Aaron McGrath *****
- Nolan Borders *****
- Trevor Abner *****
- Nick Elder *****
- Tyler Massie *****
- Colby Hack *****
- Zachary Bobbitt *****
- Mark Steinbrenner *****
- Kerry Holly
- Christopher Ogden
- Joseph Stuart *****

Auxiliary Personnel

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations: N/A

Trustee Sample motioned to approve the personnel actions as listed above, Second by Trustee Butlere. 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

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

COMMITTEE REPORTS

FINANCE COMMITTEE: Please note the Meeting was cancelled

Monthly Financial Updates:

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

OLD BUSINESS:

- Update on the sale of the Cane Run Road facility: Following an inspection of the facility, the District has the option of making repairs in the amount of \$43,000 or reducing the offer by \$50,000. Chair Taylor suggested contacting the insurance company to see if the roof damage is covered. Trustee Butler motioned to approve reducing the offer to \$235,000 if the insurance does not cover the roof, Second by Trustee Sample. Vote taken; motion carried.
- The Special Finance Committee Minutes regarding the Comptroller position (one of 2 items) were submitted for review and approval. Please note Trustee Taylor withdrew from conversation since he was the only applicant. Trustee Hibdon motioned to approve Trustee Taylor for the position, Second by Trustee Sample. Vote taken; motion carried.

The other issue discussed in the Special Meeting was the Letter of Recommendation to the Mayor for the Mayoral appointed position. The Committee motioned to submit Leslie Ryan's name to the Mayor, Second by Trustee Sample. Vote taken; motion carried.

NEW BUSINESS:

- Chief Recktenwald requested approval to move forward with phase 2 of the station 1 remodeling project, at the cost of approximately \$27,000. Motion by Trustee Butler, Second by Trustee D. Mattingly. Vote taken; motion carried.

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

OLD BUSINESS: N/A

NEW BUSINESS:

The new Career FF/EMT Hiring List according to the final ranking, was submitted for approval:

Troy Wilmoth
Erica Stuart
Drake Beach
Cameron Spalding

Trustee D. Mattingly motioned for approval as read, Second by Trustee Butler. Vote taken; motion carried.

Fire & Rescue Personnel

New Hires Full-time FF/EMT:

- 04/12/20: FF/EMT Troy Wilmoth
- 04/12/20: FF/EMT Erica Stuart
- 04/12/20: FF/EMT Drake Beach
- 04/12/20: FF/EMT Cameron Spalding

New Hires Full-time Paramedic:

- 04/14/20: Destiny O'Bryan
- 05/05/20: Rachel Wilhelmus

New Hires "Temporary" Employees: The following personnel will conduct the FF Trainee Academy.

- 04/13/20: Carl Thompson
- 04/20/20: Marc Myers

New Hires Part-time FF/EMT: The following FF/EMT's have been offered part-time employment with a start date in the upcoming weeks:

- Bruce Carney
- William Sturtzel
- Stephanie Malone

**CLOSED SESSION OF
PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING**

At a meeting of the Board of Trustees of the Pleasure Ridge Park Fire Protection District held on April 20, 2020, the following Trustees were present: R. Mattingly, C. Ford, T. Butler, B. Sample, and D. Mattingly. Chair Taylor and Trustee Hibdon were asked to leave the meeting.

1. Trustee Butler gave notice in the regular open meeting that a closed session of the Board was necessary to:

(A) DISCUSS (state general nature of the business):

(B) BECAUSE (reason for the closed session):

(C) WHICH IS AUTHORIZED BY THE FOLLOWING SUBSECTION OF KRS 61.810:

___ (1) (d) Deliberations on the future acquisition or sale of real property which would be affected by publicity.

___ (1) (e) Discussions of proposed or pending litigation against or on behalf of Fire Protection District.

X (1) (f) 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].

___ (1) (g) Deliberation of the Board of Trustees as a quasi-judicial body, at which neither the person involved, his representatives, nor any other individual not a member of the Fire Protection District's governing body or staff is present.

2. A motion was made by Trustee Butler, seconded by Trustee D. Mattingly to hold a closed session of the Board of Trustees, and the motion carried.


3. Board of Trustees went into closed session at 7:17pm.

4. Board of Trustees returned from closed session at 8:25pm.

5. No final action was taken by the Board of Trustees in the closed session and no matters were discussed in the closed session other than those publicly announced above prior to convening the closed session.

CERTIFICATION:

I, I. B. Sample Jr, Acting Secretary, hereby certify that the foregoing minutes are a true and correct copy of the minutes related to a closed session of the Board of Trustees of the Pleasure Ridge Park Fire Protection District on April 20, 2020.


Acting Secretary of the Board of Trustees