

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

**Date:** August 17, 2020 Approved 09/21/20  
**Called to Order:** 6:30 pm  
**Attendees:** Trustees present: James Taylor (Chair), Charles Ford (Treasurer), Butch Sample (Secretary), and Tony Butler. Chief Doug Recktenwald, Gayle Bolton, Angela Hatchett, and Maurice Byrne Jr. were also in attendance.  
**Absent:** Trustees Leslie Ryan and David Mattingly

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

- **Approval of Amended May 18, 2020 Board of Trustees Meeting Minutes:** Motion by Trustee Butler for approval, Second by Trustee Ford, Vote taken; motion carried.
- **Approval of July 20, 2020 Board of Trustees Monthly Meeting Minutes:** Motion by Trustee Butler for approval, Second by Trustee Ford, Vote taken; motion carried.
- Firefighter/District Member Trustee David Mattingly was absent, therefore not available to take the Oath of Office for his term.

**CORRESPONDANCE**

The District received a letter from 12-year old Tanisha Pancholi, explaining her appreciation and gratitude to our firefighters during a run made to their home.

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

**FINANCIAL REPORT**

General Fund Checking Account/Forcht Bank beginning July 1, 2020: \$1,291,398.10. Total receipts for deposits: \$788,876.91. Total monies available in General Fund Checking Account: \$2,080,275.01  
Total disbursements: \$1,549,156.11. Ending balance on July 31, 2020, in General Fund Checking: \$531,118.90

Money Market Savings Account/Forcht Bank beginning balance as July 1, 2020: \$6,054,363.54. Interest earned for July \$1,782.46. Monies transferred into General Fund Checking Account: \$600,000.00. Monies transferred into Money Market Saving Account: \$0.00. Ending Balance on July 31, 2020: \$5,456,146.00.

Total Funds Available at Forcht Bank: \$5,987,264.90

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 2020-2021.
- Chief was asked about Medicount Reports by "Date of Service" and "Funds Not Collected".

**OLD BUSINESS:** N/A

**NEW BUSINESS:**

- Chief Recktenwald advised that he will have offers for the 3605 Dixie Highway and 6501 Bethany Lane locations for the Board's approval:

3605 Dixie Highway: Listed sale price: \$375,000, offer \$360,000 Trustee Butler motioned to accept the \$360,000 offer, Second by Trustee Ford. Vote taken; motion carried.

6501 Bethany Lane: Listed sale price \$150,000, offer \$85,000. Even though the repairs to bring it up to code will be costly, Chair Taylor recommended to counter offer at \$100,000 and have the realtor provide comps to show the differences. Motion by Trustee Sample, Second by Trustee Butler. Vote taken; motion carried.

- Trustee Butler motioned to approved the 2020 Certification of Real Property and Personal Property Tax Rates (.15 per \$100), Second by Trustee Sample. Vote taken; motion carried.

**PERSONNEL COMMITTEE:**

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

**Fire & EMS Personnel**

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

New Hire Part-time FF/Paramedic: N/A

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

- 10/04/20 Chief Recktenwald explained the District's need for a Safety Officer and is recommending Captain Joey Bowman to be promoted to the rank of Major to fill this position. It will be a 40-hr schedule. It was confirmed that Captain Bowman was at the top of the Major's promotional list. Please note that Trustee Butler removed himself from the conversation, therefore a decision will be made by the remaining Board of Trustees. Motion by Trustee Sample, Second by Trustee Ford. Vote taken; motion carried.
- 07/26/20: FF/Paramedic Josh Johnson has completed his new hire probation.
- 08/16/20: The following Probationary FF/EMT academy graduates will report to their new assignments:

FF/EMT Brad Scarbrough	Station 1	2 <sup>nd</sup> Platoon
FF/EMT Kerry Holly	Station 1	3 <sup>rd</sup> Platoon
FF/EMT Thomas Hodgkins	Station 3	1 <sup>st</sup> Platoon
FF/EMT Justin Doyle	Station 2	1 <sup>st</sup> Platoon
FF/EMT William Johnson	Station 2	2 <sup>nd</sup> Platoon
FF/EMT Joseph Stuart	Station 3	2 <sup>nd</sup> Platoon

Leave of Absence: N/A

Return from Leave of Absence: N/A

Retirement/Resignations/Terminations:

- 06/15/20: Part-time FF/EMT Jody Craig resigned from employment
- 07/28/20: Part-time FF/EMT Dennis Hamilton resigned from employment
- 07/31/20: RR member Jaye Withrow resigned from the District (last date of participation 7/10/20)
- 08/11/20: RR member Kyle Murphy abandoned his position (last date of participation 4/14/20)

**Auxiliary Personnel**

New Applicants/Reactivations: N/A

Leave of Absence: N/A

Return from Leave: N/A

Terminations: N/A

The Committee motioned to approve as read, Second by Trustee Sample. 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:** N/A

## **FIRE CHIEF'S REPORT**

- Charlie Keyes with Keyes Architects was asked by Chief Recktenwald to propose his services as the project manager for the Station 5 (4603 Cane Run Rd) project. The approximate cost for the entire project could be \$600,000 to \$800,000. It was confirmed that the general contractor will report to Chief Recktenwald. After a lengthy discussion, Trustee Butler motioned to split the project and work on the temporary dormitory renovation first with Mr. Keyes handling the advertisement for bids, Second by Trustee Ford. Vote taken; motion carried.
- July 2020 Statistical Summary
- Chief advised that he transferred temporary Fire Instructor Carl Thompson to Fire Prevention as a part-time Fire Inspector. He's currently working on the former Lake Dreamland data.

## **MOTION TO GO INTO CLOSED SESSION:**

Trustee Sample motioned to go into Closed Session at 7:40pm, Second by Trustee Butler. Vote taken; motion carried. The Closed Session started at 7:40pm.

## **RETURN TO OPEN SESSION:**

The Meeting returned to Open Session at 8:00pm, with no action taken.

## **UNFINISHED BUSINESS/NEW BUSINESS or for Informational Purposes:**

- Jefferson County Suburban Fire Service Voting Representation for 2020 – 2021-keep the same (Trustee Butler and Chief Recktenwald)
- 2020-2021 Fiscal Year Calendar of "Regular" Scheduled Meetings for the PRP Fire District Board of Trustees
- Please remove the old information from your Trustee Binder and replace with the following items:
  - Updated Trustees List
  - Updated Board of Trustees List 2020-2021
  - The Kentucky Open Records & Open Meetings Act
  - Managing Government Records

Proof of Receipt – Please sign and return to Gayle Bolton (at the Board Meeting)

- By-Laws, Section 1 (revision approved at the July 17, 2020 Board Meeting)
- By-Laws, Section 3 cover page (updated)
- By-Laws Amendment 15 (approved at the July 17, 2020 Board Meeting)

**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 Ford. Vote taken; motion carried.* The meeting of the Pleasure Ridge Park Fire Protection Board of Trustees adjourned at 8:04pm.

Minutes transcribed by Gayle Bolton

**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 August 17, 2020, the following Trustees were present: J. Taylor, C. Ford, T. Butler, B. Sample.

1. Trustee Sample 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 Butler to hold a closed session of the Board of Trustees, and the motion carried.

3. Board of Trustees went into closed session at 7:40pm.

4. Board of Trustees returned from closed session at 8:00pm.

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, IRVIN SAMPLE, 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 August 17, 2020.



Irvin Sample,  
Secretary of the Board of Trustees