

# OKOLONA FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

## SPECIAL MEETING MINUTES WEDNESDAY, MARCH 12, 2025

Okolona Fire Protection District's regular monthly meeting came to order at 4:11pm on Wednesday, March 12, 2025, at 8501 Preston Highway, Louisville, KY 40219 with the following people present:

Chairperson Matt Kolter  
Treasurer Mike Portman  
Secretary Brandon Allendorf  
Trustee Melody Lafollette  
Trustee Yolanda Moore  
Trustee Sharon Jeter  
Chief Mark Little  
EMS Director Joe Hamilton  
Attorney Jason McGregor

Jan Howard, Whitney King, Scott Holston

### **CALL TO ORDER**

Matt Kolter called the meeting to order at 4:11pm.

### **MINUTES**

Brandon Allendorf made a motion to approve the 2/13/25 regular minutes and Yolanda Moore seconded said motion. The Board approved with no opposition.

### **FINANCIAL REPORT**

Brandon Allendorf made a motion to approve the February 2025 financial report and Melody Lafollette seconded said motion. The Board approved with no opposition.

### **CONSTRUCTION UPDATE**

Scott Holston provided an update on the office remodel project at Station One.

### **TILE BIDS**

Two bids were received for floor and wall tiles installation in the new bathrooms at Station One. KV Flooring provided a bid of \$23,254.00. DeGrella Tile provided a bid of \$32,830.00 in which \$9100.00 of the bid included epoxy grout in lieu of premium cement grout. After discussion it

was determined that more information about the grout differences is needed. Brandon Allendorf made a motion to allow Chief Little to make the final decision if the cost does not exceed \$25,000.00. Mike Portman seconded said motion. The Board approved with no opposition.

## **DIVISION TEN**

No bids have been received yet for toilet partitions and accessories for the new bathrooms at Station One. Construction Manager Scott Holston will work with Chief Little on this.

## **2025-2026 PROPERTY AND CASUALTY INSURANCE RENEWAL**

Mike Portman made a motion to renew property and casualty insurance policies with ESIP. Brandon Allendorf seconded said motion. The Board approved with no opposition.

## **ELECTRONICS PURCHASING REQUEST**

- 1) Samsung monitors (2) for Chief Little's office at a total cost of \$1099.98. Brandon Allendorf made a motion to approve the purchase and Mike Portman seconded said motion. The Board approved with no opposition.

## **EMS DIVISION**

### **A. Director's Report**

In February, there were 1,509 runs with 753 of those being in Okolona's district. Average response time was 7:43. Data collected from ESO Analytics.

### **B. Termination**

PRN Chase Farley has been terminated effective today, 3/12/25, due to no contact with the district and no forwarding address being provided.

### **C. Resignations**

Kevin Washington has resigned from full-time duty effective 3/3/25. Due to only giving one week's notice and going AWOL his last two working days, it was recommended that he not stay with the department as a PRN. Brandon Allendorf made a motion to accept his resignation and not keep him on as a PRN and Yolanda Moore seconded said motion. The Board approved with no opposition.

Sterling Hargrove has also resigned effective 3/6/25. Due to not giving any notice, it was recommended that he not be eligible for rehire on the EMS side. Mike Portman made a motion to accept his resignation and that he is not eligible for rehire with EMS and Yolanda Moore seconded said motion. The Board approved with no opposition.

### **D. Surplus Equipment**

Suction canister (06001186) and bag (01006995) have been recommended for surplus and possible disposal. Mike Portman made a motion to surplus the two items and Melody Lafollette seconded said motion. The Board approved with no opposition.

## **FIRE DIVISION**

### **A. Chief's Report**

In January, there were 502 runs.

### **B. Structural Collapse Specialist School**

Assistant Chief Jeff Carlson has formally requested to send four members to this training to be held in the fall of 2025 in Virginia Beach, VA. The total estimated cost for registration, meals, lodging, transportation and PPE for all four members to be \$17,700.00. Mike Portman made a motion to approve this training and Sharon Jeter seconded said motion. The Board approved with no opposition.

### **C. Trustee Term Expiration and Recommendation**

The mayor appointed term of Trustee Sharon Jeter will expire 6/30/25. She would like to remain on the Board. Brandon Allendorf made a motion to recommend reappointment for Trustee Sharon Jeter and Mike Portman seconded said motion. The Board approved with no opposition.

## **CLOSED SESSION**

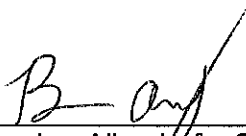
Brandon Allendorf made a motion to enter into closed session at 5:09pm pursuant to KRS 61.810 (1) (f) for discussions which might lead to the discipline or dismissal of an individual employee. Melody Lafollette seconded said motion and the Board approved with no opposition. Brandon Allendorf made a motion to come out of closed session at 5:13pm and Mike Portman seconded said motion. The Board approved with no opposition.

## **ADJOURNMENT**

Mike Portman made a motion to adjourn the meeting at 5:14pm and Yolanda Moore seconded the motion. The Board approved with no opposition.

Respectfully submitted,

Attested:

  
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Brandon Allendorf – Secretary

  
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Matt Kolter – Chairperson