

OKOLONA FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

SPECIAL MEETING MINUTES FRIDAY, JUNE 20, 2025

Okolona Fire Protection District's regular monthly meeting came to order at 3:35pm on Friday, June 20, 2025, at 8501 Preston Highway, Louisville, KY 40219 with the following persons present:

Chairperson Matt Kolter
Secretary Brandon Allendorf
Trustee Melody Lafollette
Trustee Vanessa Williams-Harvey
Chief Mark Little
Assistant Chief Jeff Carlson
EMS Director Joe Hamilton
Attorney Jason McGregor

Jan Howard, Whitney King, Scott Holston, Toni Ahl

CALL TO ORDER

Matt Kolter called the meeting to order at 3:35pm.

EEO ADVANTAGE

Toni Ahl with EEO Advantage presented options for training that her company offers, such as harassment, interviewing skills and EEO compliance.

MINUTES

Brandon Allendorf made a motion to approve the 5/15/2025 regular minutes and Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

FINANCIAL REPORT

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

AMEND FY 24-25 BUDGET

Brandon Allendorf made a motion to approve all amendments to the FY 24-25 budget and Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition. Please see the attached documents for all approved budget amendments.

FISCAL YEAR 2025 – 2026

The FY 2025 – 2026 budget was presented which included employee raises. Vanessa Williams-Harvey made a motion to approve the FY 2025 - 2026 budget with raises to be discussed with each employee individually and Brandon Allendorf seconded the motion. The Board approved with no opposition.

BIDS ON MAINTENANCE VEHICLE

No bids have been received. Tabled at this time.

CONSTRUCTION UPDATE

At the 4/11/2024 meeting, the following Station 78 training tower bids were accepted:

RIR – windows/cutouts/shutters & removal - \$29,779
Schiller – replace doors - \$16,750
Paulmer – replace roof - \$51,581
Paulmer – roof walkway - \$14,140
Chambers – painting - \$85,000

Zero work was performed on this project in the past 14 months. With the extreme passage of time and major world economic changes, Brandon Allendorf made a motion to terminate all of the above and any other oral or written Station 78 training tower renovation contracts in any form. Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

ELECTRONICS PURCHASING REQUESTS

- 1) Brandon Allendorf made a motion to approve the purchase of two Samsung Business Pro monitors with a total cost not to exceed \$3,720.00. Melody Lafollette seconded said motion. The Board approved with no opposition.
- 2) Seven new PC's are needed to replace aging models. A quote was received by Dell in the amount of \$8,840.51. Brandon Allendorf made a motion to accept the quote from Dell and Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

EMS DIVISION

A. Director's Report

In May, there were 1,749 runs with 769 of those being in Okolona's district. Average response time was 8:04. Data collected from ESO Analytics.

B. New Hires

Three new Paramedics have been recommended for full-time employment contingent upon successfully passing pre-employment physicals and drug screens. Chris Basham, Jordan Blake, and James Crawford will have a starting salary of \$88,172.82 and a start date of 7/14/2025. Vanessa Williams-Harvey made a motion to approve the hiring of the three Paramedics and Melody Lafollette seconded said motion. The Board approved with no opposition.

C. Resignations

EMT Cassie Mitchell and Paramedic Angie Estes have resigned their full-time positions and are requesting to stay on with PRN status. Brandon Allendorf made a motion to accept both resignations and to accept both for PRN status. Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

FIRE DIVISION

A. New Hires

Eleven new firefighters have been recommended for hire on 24/120 shifts with a starting hourly rate of \$18.00. Toby Ashby, Michael Clan, Mason Dale, Kenan Jacobson, Alexander Jones, Adam Justice, Cory McDonald, Jackson Medley, Mitchell Ott, Nick Pennington, and Jason Tillard will have start dates to be determined. Brandon Allendorf made a motion to hire all eleven firefighters and Melody Lafollette seconded said motion. The Board approved with no opposition.

CLOSED SESSION

Brandon Allendorf made a motion to enter into closed session at 5:18pm pursuant to KRS 61.810 (1) (f) for discussions which might lead to the appointment of individual employees. Melody Lafollette seconded said motion. The Board approved with no opposition. Brandon Allendorf made a motion to come out of closed session at 5:28pm and Melody Lafollette seconded said motion. The Board approved with no opposition.

NEW INFORMATION


The next regular meeting scheduled for 7/10/2025 has been changed to a special meeting to be held on 7/23/2025.

ADJOURNMENT

Vanessa Williams-Harvy made a motion to adjourn the meeting at 5:33pm and Melody Lafollette seconded the motion. The Board approved with no opposition.

Respectfully submitted,

Attested:



Brandon Allendorf – Secretary



Matt Kolter – Chairperson

6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS FOR BOT APPROVAL AT REGULAR MONTHLY MEETINGS

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE EACH SINGLE AMENDMENT

INCOME

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE	
UPDATE QB #	INCOME 40100 - 1 REVENUE-TAXES	
	40115 - 1C Motor Vehicles	Add \$ 100,000.00
ORIGINAL AMOUNT	= \$360,000.00	
AMENDED AMOUNT	= \$460,000.00	

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE	
UPDATE QB #	INCOME 40100 - 1 REVENUE-TAXES	
	40120 - 1D Delinquent Taxes	Add \$ 25,000.00
ORIGINAL AMOUNT	= \$66,000.00	
AMENDED AMOUNT	= \$91,000.00	

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	INCOME 40400 - 4 INTERGOVERNMENT REVENUES 40412 - 4B From State Government Add \$ 60,000.00
ORIGINAL AMOUNT	= \$229,999.97
AMENDED AMOUNT	= \$289,999.97

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	INCOME 40500 - 5 CHARGES FOR SERVICES 40620 - 5C Cell Tower Rental Income Add \$ 3,000.00
ORIGINAL AMOUNT	= \$19,166.04
AMENDED AMOUNT	= \$22,166.04

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

6/20/2025 BOT MEETING
MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	INCOME 40600 - 6 OTHER REVENUE 40630 - 6D Business Grants/Recrd Requs Add \$ 1,000.00
ORIGINAL AMOUNT	= \$30,000.00
AMENDED AMOUNT	= \$31,000.00

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FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	INCOME 40700 - 7 INTEREST EARNED 407010 - 7a Insured Cash Sweep Interest Add \$ 78,000.00
ORIGINAL AMOUNT	= \$604,000.00
AMENDED AMOUNT	= \$682,000.00

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

EXPENSE

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE **FIRE**
UPDATE QB # EXPENSE 60050 - 9A SALARIES & WAGES (GROSS)
 60111 - Salaries Part Time Add \$ 9,500.00
ORIGINAL AMOUNT = \$150,000.00
AMENDED AMOUNT = \$159,500.00

WHAT CLASS EMS/FIRE **EMS**
UPDATE QB # EXPENSE 60050 - 9A SALARIES & WAGES (GROSS)
 60111 - Salaries Part Time Add \$ 20,500.00
ORIGINAL AMOUNT = \$90,000.00
AMENDED AMOUNT = \$110,500.00

TOTAL UPDATE QB # **TOTAL BUDGET LINE ITEM FIRE & EMS**
 EXPENSE 60050 - 9A SALARIES & WAGES (GROSS)
 60111 - Salaries Part Time
ORIGINAL AMOUNT = \$240,000.00 Total Added \$ 90,000.00
AMENDED AMOUNT = \$270,000.00

MOVE FROM QB # = **61220 - 11E Reserve for Transfer** Deduct \$ 30,000.00
ORIGINAL AMOUNT = \$21,976,756.60
AMENDED AMOUNT = \$21,946,756.60

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	EXPENSE
	60155 - 9E WORKER'S COMPENSATION
	Add \$ 34,000.00
ORIGINAL AMOUNT	= \$180,000.00
AMENDED AMOUNT	= \$214,000.00

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 34,000.00
ORIGINAL AMOUNT	= \$21,946,756.60	
AMENDED AMOUNT	= \$21,912,756.60	

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	EXPENSE 60195 - 9I OTHER FRINGE
	60196 Dental & Vision Insurance
	Add \$ 20,000.00
ORIGINAL AMOUNT	= \$49,000.44
AMENDED AMOUNT	= \$69,000.44

	TOTAL BUDGET LINE ITEM FIRE & EMS
TOTAL UPDATE QB #	EXPENSE 60195 - 9I OTHER FRINGE
	60196 Dental & Vision Insurance
ORIGINAL AMOUNT	= \$98,000.88
AMENDED AMOUNT	= \$118,000.88

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 20,000.00
ORIGINAL AMOUNT	= \$21,912,756.60	
AMENDED AMOUNT	= \$21,892,756.60	

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	<u>FIRE</u>	
UPDATE QB #	EXPENSE 60195 - 9I OTHER FRINGE	
	60197 - Life Insurance	Add \$ 15,000.00
ORIGINAL AMOUNT	= \$30,770.07	
AMENDED AMOUNT	= \$45,770.07	

WHAT CLASS EMS/FIRE	<u>EMS</u>	
UPDATE QB #	EXPENSE 60195 - 9I OTHER FRINGE	
	60197 - Life Insurance	Add \$ 5,000.00
ORIGINAL AMOUNT	= \$29,229.94	
AMENDED AMOUNT	= \$34,229.94	

	<u>TOTAL BUDGET LINE ITEM FIRE & EMS</u>	
TOTAL UPDATE QB #	EXPENSE 60195 - 9I OTHER FRINGE	
	60197 - Life Insurance	
ORIGINAL AMOUNT	= \$60,000.01	Total Added \$ 20,000.00
AMENDED AMOUNT	= \$80,000.01	

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 20,000.00
ORIGINAL AMOUNT	= \$21,892,756.60	
AMENDED AMOUNT	= \$21,872,756.60	

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	EMS	
UPDATE QB #	60120 - 10B PROFESSIONAL SERVICES	
	61024 - Accounting	Add \$ 15,000.00
ORIGINAL AMOUNT	= \$200,000.00	
AMENDED AMOUNT	= \$215,000.00	

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 15,000.00
ORIGINAL AMOUNT	= \$21,872,756.60	
AMENDED AMOUNT	= \$21,857,756.60	

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	EMS	
UPDATE QB #	EXPENSE 61020 - 10B PROFESSIONAL SERVICES	
	61025 - EMS Billing	Add \$ 20,000.00
ORIGINAL AMOUNT	= \$300,000.00	
AMENDED AMOUNT	= \$320,000.00	

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 20,000.00
ORIGINAL AMOUNT	= \$21,857,756.60	
AMENDED AMOUNT	= \$21,837,756.60	

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	EXPENSE 61020 - 10B PROFESSIONAL SERVICES 61028 - Server - Cloud Add \$ 10,000.00
ORIGINAL AMOUNT	= \$94,999.56
AMENDED AMOUNT	= \$104,999.56

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer Deduct \$ 10,000.00
ORIGINAL AMOUNT	= \$21,837,756.60
AMENDED AMOUNT	= \$21,827,756.60

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FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE
UPDATE QB #	EXPENSE 61030 - 10C MATENANCE AND REPAIRS 60132 - Vehicle & Apparatus Add \$ 15,000.00
ORIGINAL AMOUNT	= \$180,000.00
AMENDED AMOUNT	= \$195,000.00

	<u>TOTAL BUDGET LINE ITEM FIRE & EMS</u>
TOTAL UPDATE QB #	EXPENSE 61030 - 10C MATENANCE AND REPAIRS 60132 - Vehicle & Apparatus
ORIGINAL AMOUNT	= \$360,000.00
AMENDED AMOUNT	= \$375,000.00

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer Deduct \$ 15,000.00
ORIGINAL AMOUNT	= \$21,827,756.60
AMENDED AMOUNT	= \$21,812,756.60

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE UPDATE QB #	EMS EXPENSE 61180 - 10L AMBULANCE TAX	
		Add \$ 23,000.00
ORIGINAL AMOUNT	= \$120,000.00	
AMENDED AMOUNT	= \$143,000.00	

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 23,000.00
ORIGINAL AMOUNT	= \$21,812,756.60	
AMENDED AMOUNT	= \$21,789,756.60	

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE FIRE
UPDATE QB # EXPENSE 61190 - 11B TRAVEL & TRAINING
 61200 - Medical Testing Add \$ 4,000.00
ORIGINAL AMOUNT = \$20,000.04
AMENDED AMOUNT = \$24,000.04

WHAT CLASS EMS/FIRE EMS
UPDATE QB # EXPENSE 61190 - 11B TRAVEL & TRAINING
 61200 - Medical Testing Add \$ 1,000.00
ORIGINAL AMOUNT = \$30,000.00
AMENDED AMOUNT = \$31,000.00

TOTAL BUDGET LINE ITEM FIRE & EMS
TOTAL UPDATE QB # EXPENSE 61190 - 11B TRAVEL & TRAINING
 61200 - Medical Testing Total Added \$ 5,000.00
ORIGINAL AMOUNT = \$50,000.04
AMENDED AMOUNT = \$55,000.04

MOVE FROM QB # = 61220 - 11E Reserve for Transfer Deduct \$ 5,000.00
ORIGINAL AMOUNT = \$21,789,756.60
AMENDED AMOUNT = \$21,784,756.60

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6/20/2025 BOT MEETING

MONTHLY BUDGET AMENDMENTS

FOR EACH SINGLE AMENDMENT COMPLETE ALL OF THE FOLLOWING

WHAT CLASS EMS/FIRE	FIRE	
UPDATE QB #	EXPENSE 61262 - 12D BUILDING IMPROVEMENTS	
	61268 - Station 2	Add \$ 50,000.00
ORIGINAL AMOUNT	= \$24,000.00	
AMENDED AMOUNT	= \$74,000.00	

MOVE FROM QB #	= 61220 - 11E Reserve for Transfer	Deduct \$ 50,000.00
ORIGINAL AMOUNT	= \$21,784,756.60	
AMENDED AMOUNT	= \$21,734,756.60	

A MOTION, SECOND, DISCUSSION AND MAJORITY VOTE IN FAVOR IS REQUIRED BY THE BOARD OF TRUSTEES FOR THE ABOVE SINGLE AMENDMENT

