

# **OKOLONA FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

## **MONTHLY MEETING MINUTES THURSDAY, AUGUST 14, 2025**

Okolona Fire Protection District's regular monthly meeting came to order at 4:07pm on Thursday, August 14, 2025, at 8501 Preston Highway, Louisville, KY 40219 with the following persons present:

Chairperson Matt Kolter  
Trustee Yolanda Moore  
Trustee Sharon Jeter  
Trustee Vanessa Williams-Harvey  
Chief Mark Little  
Deputy Chief Kenny Amback  
EMS Director Joe Hamilton  
Attorney Jason McGregor

Whitney King, Scott Holston, Willa Frantz, Andrew Tucker, Jason Tobbe

### **CALL TO ORDER**

Matt Kolter called the meeting to order at 4:07pm.

### **MINUTES**

Vanessa Williams-Harvey made a motion to approve the 7/23/25 special meeting minutes and Yolanda Moore seconded said motion. The Board approved with no opposition.

### **FINANCIAL REPORT**

Vanessa Williams-Harvey made a motion to approve the July financial report and Yolanda Moore seconded said motion. The Board approved with no opposition.

### **CONSTRUCTION UPDATE**

Update given by Construction Manager Scott Holston.

### **TRAINING TOWER BIDS**

Sealed bids were opened, read and discussed for the Training Tower project as follows:

**ROOF REPLACEMENT** – 2 bids received  
Highland Roofing - \$46,450.00

New Look LLC - \$25,000.00

Vanessa Williams-Harvey made a motion to accept the bid from Highland Roofing in the amount of \$46,450.00 and Yolanda Moore seconded said motion. The Board approved with no opposition.

**PAINTING** – 2 bids received

Spectrum Professional Painting Service - \$38,400.00

Chambers Painting - \$100,225.00

Sharon Jeter made a motion to accept the bid from Spectrum in the amount of \$38,400.00 and Yolanda Moore seconded said motion. The Board approved with no opposition.

**DOORS** – 2 bids received

Willis Klein Commercial - \$8,244.00

Cook's Locksmith Services - \$10,041.00

Yolanda Moore made a motion to accept the bid from Willis Klein in the amount of \$8,244.00 and Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

**DOOR & WINDOW FRAMES/SHUTTERS/HARDWARE/HINGES** – 1 bid received

Holston Construction - \$20,180.00

Vanessa Williams-Harvey made a motion to accept the bid from Holston Construction in the amount of \$20,180.00 and Sharon Jeter seconded said motion. The Board approved with no opposition.

**ELECTRIC** – 1 bid received

Kentuckiana Electrical Services - \$11,800.00

Yolanda Moore made a motion to accept the bid from Kentuckiana Electrical Services in the amount of \$11,800.00 and Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

**STATION 78 RENOVATION BIDS**

Sealed bids were opened, read and discussed for the Station 78 Renovation project as follows:

**ROOF REPLACEMENT** – 2 bids received

Highland Roofing - \$28,825.00

New Look LLC - \$9,860.00

Vanessa Williams-Harvey made a motion to accept the bid from Highland Roofing in the amount of \$28,825.00 and Yolanda Moore seconded said motion. The Board approved with no opposition.

**PAINTING** – 2 bids received

Spectrum Professional Painting Service - \$66,690.00

Chambers Painting - \$63,400.00

Sharon Jeter made a motion to accept the bid from Spectrum in the amount of \$66,690.00 and Yolanda Moore seconded said motion. The Board approved with no opposition.

**ELECTRIC** – 1 bid received

Kentuckiana Electrical Services - \$15,850.00

Yolanda Moore made a motion to accept the bid from Kentuckiana Electrical Services in the amount of \$15,850.00 and Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

## **CONSTRUCTION MANAGEMENT**

Sharon Jeter made a motion to name Scott Holston the construction manager for both the Training Tower and Station 78 Renovation projects. Yolanda Moore seconded said motion. The Board approved with no opposition.

## **ELECTRONICS PURCHASING REQUEST**

Eight computers are nearing end of life and need replaced, along with seven monitors. Dell provided an estimated total cost of \$10,240.73 several weeks ago. Vanessa Williams-Harvey made a motion to approve the purchase of the computers and monitors from Dell at a cost not to exceed \$15,000.00 and Sharon Jeter seconded said motion. The Board approved with no opposition.

## **DORM IMPROVEMENTS AT STATION 77**

New ceiling tiles and electrical updates are needed in the dorms at Station 77. Sharon Jeter made a motion to approve these updates at a cost not to exceed \$29,000.00. Vanessa Williams-Harvey seconded said motion. The Board approved with no opposition.

## **FIRST FLOOR OFFICES AT STATION 76**

Renovations to walls and new doors and furniture are needed in the front offices at Station 76. Sharon Jeter made a motion to approve renovations and new items at a cost not to exceed \$10,000.00. Yolanda Moore seconded said motion. The Board approved with no opposition.

## **EMS DIVISION**

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

In July, there were 1,596 runs with 621 of those being in Okolona's district. Average response time was 8:00. Data collected from ESO Analytics.

### **B. Resignations**

\*Joe Woods has resigned from the department effective today and is in good standing. Vanessa Williams-Harvey made a motion to accept his resignation in good standing and Yolanda Moore seconded said motion. The Board approved with no opposition.

\*Chloe White has been recommended for termination due to no contact with the department in several months. Yolanda Moore made a motion to approve the termination of Chloe White effective today and Sharon Jeter seconded said motion. The Board approved with no opposition.

### **C. New Hires**

EMT Jason Rivera and Paramedic Michael Torres have been recommended for hire for full-time employment with a start date and salary to be determined later. Vanessa Williams-Harvey made a motion to approve the hiring of both candidates contingent upon completion of drug screens and background checks. Yolanda Moore seconded said motion. The Board approved with no opposition.

**FIRE DIVISION**

**A. Chief's Report**

In July, there were 556 total runs.

**B. Surplus Items**

Vanessa Williams-Harvey made a motion to give Chairperson Matt Kolter the authority to accept bids and sell the old gym equipment from Stations 76 and 78, file cabinets at Station 77 and the freezer at Station 76 that were deemed surplus items at the 7/23/25 special meeting. Sharon Jeter seconded said motion. The Board approved with no opposition.

**CLOSED SESSION**

Vanessa Williams-Harvey made a motion to enter closed session at 6:35pm pursuant to KRS 61.810 (1) (f) to discuss personnel matters that might lead to the discipline or dismissal of individual employees. Sharon Jeter seconded said motion. The Board approved with no opposition. Vanessa Williams-Harvey made a motion to come out of closed session at 6:57pm and Sharon Jeter seconded said motion. The Board approved with no opposition.

**ADJOURNMENT**

Vanessa Williams-Harvey made a motion to adjourn the meeting at 7:01pm and Sharon Jeter 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