

**St. Matthews Fire Protection District  
Board of Trustees  
August 10, 2023**

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on August 10, 2023, at the district's headquarters: 240 Sears Avenue, Louisville KY 40207.

Board members present were Chairman Rick Tonini, Secretary Kathy Wrigley, Treasurer Michael Abell, Trustee Marshall Bradley, Trustee Brendan Montgomery, and Trustee Chris Mooser.

Also present were Chief Nicholas Clark, Deputy Chief Stuart Monohan, Assistant Chief Frank Flynn, Assistant Chief Mike Riordan, Human Resource Manager Michael Frantz, Accountant Robin Roberts, Architect Chris Cottongim, and Administrative Assistant Terri Livers.

Chairman Rick Tonini called the meeting to order at 4:02 PM.

The minutes for the July 13, 2023, meeting were approved by motion of Secretary Kathy Wrigley. Second by Trustee Marshall Bradley. Motion Carried.

**Treasurer's Report**

Treasurer Michael Abell reported that all banking documents were updated to reflect his new position as treasurer for the board. He began the report by referencing a few of the items that he had discussed with our accountant on the fiscal year end reports, such as reserves, and the former Lyndon account that is held open for grant purposes. He also mentioned, from the accountant's reported comments, the July increase of USOT and the recording of July EMS income with the FYE June 30 (for services rendered prior to FYE 23). Expenses recorded in July for annual subscription services (ESO, Locality Media, and Handtevy) were explained as well.

Accountant Robin Roberts answered questions pertaining to the estimate of minimum reserves, which are based on a November 30 (prior to the December 10 real estate tax deposit), and the necessary GASB adjustments required for completion of the annual audit. The auditors have completed their fieldwork and will be working to have a draft audit ready for presentation at the September meeting.

Approval of the July expenditures were motioned by Treasurer Michael Abell. Second by Secretary Kathy Wrigley. Motion Carried.

**Old Business**

Audit – See above reference recorded with the Treasurer's Report.

Station 1 Bunkroom Project – Chief Clark reported that the dorm demo was completed last week, and construction is underway. Chris Cottongim provided a written Progress Meeting Report for the project that is contracted to be finished by December 21. Invoices will be submitted next month for work completed to date.

### **New Business**

*Real and Personal Property Tax Rate Resolutions* – Secretary Kathy Wrigley read the following:

RESOLVED: That the Board of Trustees of the St. Matthews Fire Protection District hereby adopts as its tax rate for real and personal property for the 2023 to 2024 fiscal year, fifteen cents (\$0.15) per one hundred dollars (\$100.00) of valuation as assessed for county taxes.

Motion of approval by Trustee Marshall Bradley. Second by Treasurer Michael Abell. Motion Carried. The necessary documents were signed and will be submitted for filing with the Jefferson County Clerk and Kentucky Department of Revenue. It was noted that the St. Matthews Fire Protection District continues to have the lowest tax rate among the Jefferson County Fire Protection Districts that provide EMS services.

### **Fire & EMS Operation Report**

*Fire Report* – Chief Clark reported on the following items:

- The district has posted a hiring notice for training officer. Applications are due by August 18.
- Twelve, very qualified, candidates interviewed for the three EMS battalion chief positions. The interview panel met again today to go over the applicants with plans to announce those to be promoted within the next week.
- Our fire recruits are doing well for the most part, although one is experiencing some difficulties with the EMT portion. Efforts are being made to assist as much as possible in hopes that all will succeed.

*EMS Statistics* – Assistant Chief Mike Riordan provided the statistics for July, with the continued response issues that are ongoing. Assistant Chief Riordan explained in detail, and will share with a committee that has been formed to study the Louisville / Jefferson County merger, on Friday August 11, that the EMS response system in Louisville Metro, is broken. Certain problems must be addressed. The Suburban Fire Districts are providing a large percentage of EMS responses within Louisville Metro that they (Louisville Metro) should be providing to their taxpayers. Additional ambulance transport services are also needed to serve the hospitals and nursing homes.

**Executive Session**

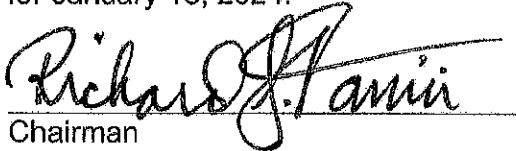
Secretary Kathy Wrigley requested an executive session of the board members for the discussion of personnel matters. The session began at 5:00 PM. Motion by Trustee Marshall Bradley to adjourn the executive session at 5:26 PM with no action taken. Second by Treasurer Michael Abell. Motion Carried.

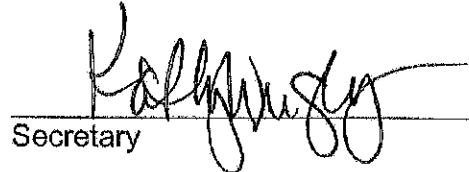
**Adjournment**

There being no further discussion to be brought forth, the meeting was adjourned at 5:27 PM. Motion by Secretary Kathy Wrigley. Second by Trustee Marshall Bradley. Motion Carried.

The next meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, September 14, 2023.

The next meeting of the Jefferson County Suburban Fire Service is tentatively scheduled for January 18, 2024.

  
Chairman

  
Secretary

*Supporting documents as referenced may be obtained by contacting the  
St. Matthews Fire Protection District.*