

**St. Matthews Fire Protection District
Board of Trustees
August 11, 2022**

MOA
8:50 PM
2022/08/11

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on August 11, 2022. The meeting was held at the district's headquarters: 240 Sears Avenue, Louisville KY 40207.

Present were Chairman Rick Tonini, Secretary Kathy Wrigley, Treasurer Nick Heilmann, Trustee Mike Abell, Trustee Marshall Bradley, and Trustee Chris Mooser. Also present were Chief Nicholas Clark, Assistant Chief David Howser, Assistant Stuart Monohan, Assistant Chief Mike Riordan, Major Rick Baker, Major Frank Flynn, Major Tony Cipolla, Captain Joe Bewley, Captain Brendan Montgomery, Sergeant Derek Andriakos, Sergeant Chris Becker, Sergeant Matthew Peterman, Firefighter Jared Schlosnagle, Firefighter Cameron Marshall, Accountant Robin Roberts, Attorney Mark Leach, Human Resource Manager Michael Frantz, and Administrative Assistant Terri Livers.

Chairman Tonini called the meeting to order at 4:03 PM.

The minutes for the July 14, 2022 regular meeting minutes were approved by motion of Secretary Kathy Wrigley. Second by Trustee Mike Abell. Motion Carried.

The minutes for the July 26, 2022 special meeting minutes were approved by motion of Treasurer Nick Heilmann. Second by Trustee Mike Abell. Motion Carried.

Treasurer's Report

Treasurer Heilmann and Accountant Robin Roberts went over the month end financials, referring to the comments provided in the board package. Accountant Robin Roberts explained the fiscal year-end accruals. The auditors have begun working on the FYE 22 audit and should have their draft report ready for the board at the September 15 meeting.

Approval of the July expenditures were motioned by Treasurer Nick Heilmann. Second by Trustee Chris Mooser. Motion Carried.

Approval of the financials as presented were motioned by Trustee Nick Heilmann. Second by Secretary Kathy Wrigley. Motion Carried.

Old Business – None

New Business

Corporate Resolution to Update Authorized Bank Signatures – Motion by Treasurer Nick Heilmann to approve the following authorized signatures with Stock Yards Bank: Chairman Richard Tonini, Treasurer Nicholas Heilmann, and Fire Chief Nicholas Clark. Second by Trustee Marshall Bradley. Motion Carried.

FY 22/23 Tax Rate Resolutions for Real and Personal Property – Motion by Trustee Marshall Bradley to retain the current tax rate of .0015 per hundred dollars for real and personal property valuation. Second by Trustee Mike Abell. Motion Carried.

Asst. Chief Howser noted that the St. Matthews Fire Protection has the lowest tax rate of all the suburban fire protection districts that are operating an ambulance service.

Fire Chiefs Report

Chief Nicholas Clark offered the following report:

- Fire Marshal Position - Firefighter Stephen Dunlany was offered and has accepted the position of fire marshal. Stephen is exceptionally qualified to serve as the district's fire marshal and agreed to continue on shift work until a replacement can be hired to fill his position in suppression. He will be moved to station 3 where the fire marshal's office is located.
- Firefighter Vacancy Hiring Plan – A proposal to participate in an upcoming recruit class with Anchorage Middletown Fire and EMS (AMFEMS) was discussed and will be pursued in order to fill current and future vacancies. AMFEMS has opened their class to STMFPD free of charge, with training support to be provided by Major Cipolla. A civil service type exam and physical agility test will be implemented with the purpose of identifying at least eight (8) people to go through the class that will begin in October. They will be probationary, paid positions with insurance benefits. Recruitment flyers are ready for distribution.

Trustee Mike Abell suggested that the monthly cost sharing arrangement between AMFEMS for STMFPD Station 2 be reduced to a minimal annual amount (\$1.00 year) or eliminated all-together, in appreciation of their willingness to open their recruit class, free of charge. Motion of approval by Trustee Chris Mooser. Second by Trustee Marshall Bradley. Motion Carried. Attorney Mark Leach will draft the amendment.

- Removal of Length of Service Pay Increases for Administrative Employees – Chief Nicholas Clark, Fire Marshal Stephen Dunlany, HR Manager Michael Frantz, and Administrative Assistant Terri Livers have all agreed to be removed from bi-annual length of service calculation. Motion of approval by Trustee Mike Abell. Second by Trustee Kathy Wrigley. Motion Carried.
- Promotional Ceremony – Major Baker is working on a program and scheduling of a promotional ceremony to recognize our many new hires and newly promoted employees. Going forward, these types of recognitions will be conducted at the board meetings.

Assistant Chief Stuart Monohan offered the following report:

- Front Ramp Replacement at Station 3 – The cost for this project has more than doubled for the work that is needed. Expense details to be gathered so that the board may decide if it can wait until next year's budget.
- The new ambulance will be picked up in the second week of September.
- Delivery of the new apparatus is still scheduled for next spring.
- Fire gear has been re-ordered from another vendor and is expected to arrive next month. The bi-annual allocation of gear will be prepared soon.
- Station 3 received a new fire gear washer/extractor from the KY Fire Commission.
- The City of Lyndon has donated new treadmills for stations 3 and 4.
- The additional radios that were ordered last winter, are still on back order.

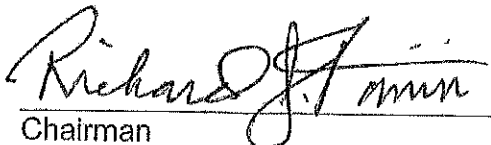
Assistant Chief Mike Riordan referenced the statistical maps that were included in the board package distribution. Louisville Metro has moved their LMEMS headquarters out of the city and into the old Camp Taylor area, which takes more of their units offline at shift change. St. Matthews Fire and Rescue ambulances continue to make 40% - 50% of our responses outside of the district. Chief Riordan will be meeting with Chief Clark to consider possible solutions.

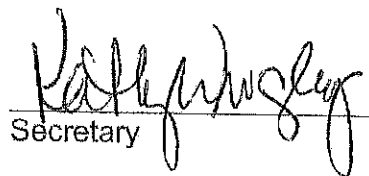
Adjournment

There being no further discussion to be brought forth, the meeting adjourned at 5:37 PM. Motion by Secretary Kathy Wrigley. Second by Trustee Mike Abell. Motion Carried.

The next meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, September 15, 2022. (This is a one-week delay from the regular meeting schedule, at the request of the auditors.)

The next meeting of the Jefferson County Suburban Fire Service is tentatively scheduled in January of 2023. Location to be determined.


Chairman


Secretary

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