

**St. Matthews Fire Protection District  
Board of Trustees  
April 18, 2024**

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on April 18, 2024, at the district's headquarters: 240 Sears Avenue, Louisville KY 40207.

Board members present were Chairman Rick Tonini, Secretary Kathy Wrigley, Treasurer Mike Abell, Trustee Marshall Bradley, Trustee Brendan Montgomery and Trustee Jim Seiler.

Also present were Chief Nicholas Clark, Assistant Chief Mike Riordan, Human Resource Director Michael Frantz, Major Rick Baker, Major David Joels, Captain Nick Heilmann, Captain Ryan Helton, Sergeant Phillip Neuner, Sergeant Matthew Peterman, Sergeant Ryan Fletcher, Firefighter Tommy Wilson, Firefighter John Hatter, Firefighter Steven Lona, Firefighter Isaiah Ramirez, Firefighter Ray Hayes, Firefighter Cameron Marshall, Paramedic Jesse Scharff, EMT Abigail Croft, Accountant Robin Roberts, Attorney Mark Leach, and Administrative Assistant Erin Grant.

Chairman Rick Tonini called the meeting to order at 4:01 PM.

The minutes for the March 21, 2024, board meeting were approved by motion of Secretary Kathy Wrigley. Second by Trustee Marshall Bradley. Motion Carried.

**Treasurer's Report**

Treasurer Mike Abell referenced the Comments to Financials distributed with the board package. He specifically noted that we are over budget on uniforms, some of which can be attributed to new hire expenses. The department is entertaining a new vendor to lower the cost of uniforms. Discussion was held regarding the department's current bank and whether it would be beneficial to look at other options. Accountant Robin Roberts provided insight on what banking services are currently being offered to the department and what she suggests we look for if we decide to look elsewhere. Approval of the March expenditures were motioned by Trustee Brendan Montgomery. Second by Trustee Marshall Bradley. Motion Carried.

**Old Business**

*Trustee Appointment and Property Owner Election* – Secretary Kathy Wrigley provided an update on the property owner election on behalf of the election committee. Notices have been submitted. We will need to notify the Jefferson County Suburban Fire Service of any candidates by May 12<sup>th</sup> in order to participate in the group legal notice. Treasurer Mike Abell added that one resident has expressed interest in becoming a candidate thus far.

*Pay and Benefit Comparison Report* – Chief Clark revisited the Pay and Comparison Report that was presented at the March 2024 meeting. The surrounding districts were

very pleased with the report. He asked that this topic be discussed further when we get to the topic of property value assessments under new business.

### **New Business**

*Dean Dorton – New Assurance Partner* – The department will have a new assurance partner with Dean Dorton for the FY 24 audit. Chief Clark and previous assurance partner, Jim Tencza, will be meeting with Joseph Overhults next week for an introduction.

*Quint 48 Sold* – Chief Clark provided an update on the sale of Quint 48. The transaction took place this month and the department received the proceeds from the sale and paid the 6% broker fee to Fire & Specialty Equipment Co. The apparatus committee has been formed and makes up 1 person from each rank, along with Deputy Chief Monohan and Major Crabb. They will be going to the FDIC conference taking place this week to look at the equipment on display and will begin the search for the new apparatus.

*Station 49 Feasibility Study* – The 5253 Design Group is finishing up a feasibility study for a potential remodel to Station 49. Architect Chris Cottongim with 5253 Design Group has held meetings with the crew and staff and will be providing initial renderings of the plans over the next few months. This will potentially be included in the following year's budget.

*2024 Preliminary Assessments* – Chief Clark shared that he had received the preliminary real estate assessments last week and the total assessed value is an increase of \$1,470,363.02 from last year's final assessment. A proposal was handed out to the Board which explained what we would like to do with the additional funds. With the information that we received in the Pay and Comparison Report from the March 2024 meeting, a portion of the funds is proposed to go towards personnel cost in the interest of retention and recruitment and was presented in 3 categories. The first category is payroll which would include an increase to COLA, an improvement to the longevity pay scale, and an increase to the paramedic stipend. The second category is leave time which would provide additional vacation time to the employees at year 5 and year 15 and the addition of 24 hours of personal time for all employees. The third category in the proposal is benefits, which would increase paternal paid leave for the birthing parent to 8 weeks and add paid leave for the non-birthing parent of 2 weeks. Chief Clark has asked the Board to review the information presented and provided for further discussion at the May 16 board meeting.

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

*Fire Report* – We are currently in the hiring process for our next recruit class which will likely consist of 3-4 recruits to start in the AMFEMS Fire Academy in July. Thus far, 20 candidates have taken the written test with an additional 4 signed up to test this coming weekend. We will invite the top 8-9 candidates to come in for an interview.

The promotional process to Captain and Sergeant is currently underway. The Captains process was completed this week, and the Sergeants process will be complete next week. The promotional ranking lists will be created no later than May 1<sup>st</sup>.

*EMS Report* – The EMS crew station rotation has been temporarily increased from 1-month rotations to 2-month rotations in an effort to build teamwork between the suppression crew and the EMS staff. This topic will be revisited at the EMS In-Service training in May and the department will consider increasing this to quarterly rotations. Assistant Chief Riordan mentioned that station rotations at other departments vary, and we are looking for a happy medium between staying at one station longer and avoiding the burnout of runs into the urban services district.

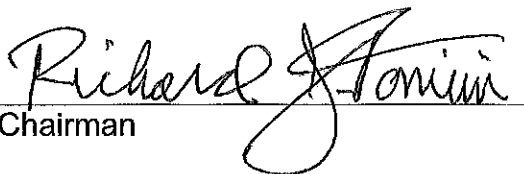
Assistant Chief Riordan provided the statistics for March which show the runs dispatched versus arrived and the runs arrived versus transported. Follow up discussion was held on what progress is being made to keep our members within our district. It was decided that with the events occurring in Louisville over the next few months, it is best to address this at a later time. Chief Clark informed the Board that HB 388 did pass but we are unsure at this time what effects will come of it.

### **Adjournment**

There being no further discussion to be brought forth, the meeting was adjourned at 5:06 PM. Motion by Trustee Jim Seiler. Second by Treasurer Michael Abell. Motion Carried.

The next meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, May 16, 2024.

The next meeting of the Jefferson County Suburban Fire Service is tentatively scheduled for July 10, 2024.

  
Chairman

  
Secretary

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