

**St. Matthews Fire Protection District
Board of Trustees
August 21, 2025**

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on August 21, 2025, at Station 46: 240 Sears Ave, Louisville, KY 40207.

Board members present were Chairman Rick Tonini, Treasurer Jim Seiler, Trustee Dr. Gwendolyn Blue (via Teams), Trustee Alan Lewis, Trustee Brendan Montgomery, and Trustee Aaron Nilsson.

Also present were Chief Nicholas Clark, Deputy Chief Stuart Monohan, Assistant Chief Frank Flynn, Assistant Chief Mike Riordan, Human Resource Director Michael Frantz, Major David Joels, Captain Bobby Agnew, Captain Gabor Greffer, Sergeant Charlie Strobel, Sergeant Matthew Peterman, Firefighter Tim Brandon, Firefighter Robert Mendelsberg, Firefighter Grace Tatro, Firefighter Jonathan Embry, Firefighter Logan Cahall, Attorney Mark Leach, Accountant Christine Kesler, and Administrative Assistant Erin Grant.

Chairman Rick Tonini called the meeting to order at 4:00 PM.

The minutes for the July 17, 2025 board meeting & July 19, 2025 special board meeting were approved by motion of Trustee Aaron Nilsson. Second by Trustee Brendan Montgomery. Motion Carried.

Station 47 Sidewalk Project – At the June 11, 2024 Board of Trustees meeting, the Board approved allowing Metro Public Works the additional right-of-way at Station 47 to provide sidewalk connectivity along US 42 and Hubbards Lane. This topic was revisited to initiate the process of executing a signed deed of conveyance to legally transfer the right-of-way to Metro for construction and long-term maintenance responsibility. Representatives from Metro Public Works provided an update on the sidewalk project, which involves a small conveyance of property to facilitate ADA-compliant sidewalk construction and a safer right-turn lane.

A motion was made by Director Brendan Montgomery to approve the board resolution that conveys the land according to the deed of conveyance. Second by Director Alan Lewis. Motion Carried.

Treasurer's Report

Treasurer Jim Seiler provided the treasurer's report by referencing the Comments to Financials distributed with the board package. He noted that the department is showing a positive budget variance overall, primarily due to the ambulance billing to Metro that was not budgeted in this particular month.

Approval of the July expenditures were motioned by Trustee Aaron Nilsson. Second by Trustee Brendan Montgomery. Motion Carried.

Old Business

KRS 67C.147 Accounts Receivable – The Board revisited the issue of unpaid invoices submitted to Metro Government for services rendered between January and June 2025, totaling approximately \$500,000. The funds were not included in Metro's FY25 budget, and payment is not anticipated. While billing has resumed as of July, and future payments are expected, the question remained how to account for the uncollected funds from the prior six months. Accountant Christine Kesler outlined several accounting approaches for handling the unpaid invoices, all of which were deemed acceptable by the auditors. Following discussion, a roll call vote was held to reverse the Metro billing revenue for January – June 2025, effectively removing the receivable from the books. The motion passed unanimously.

New Business

Station 47 Sidewalk Project – Moved to the beginning of the meeting.

Adoption of Real & Personal Property Tax Rates FY 25/26 – Chief Nick Clark presented 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 2025 to 2026 fiscal year, eighteen and a half cents (\$0.185) per one hundred dollars (\$100.00) of valuation as assessed for county taxes.

Motion of approval by Trustee Alan Lewis. Second by Trustee Brendan Montgomery. Motion Carried. The necessary documents were signed and will be submitted for filing with the Jefferson County Clerk and Kentucky Department of Revenue.

Bank Account Update –

Corporate Resolution for Authorized Bank Signatures – Motion by Trustee Brendan Montgomery to approve the following authorized signatures with Independence Bank: Chairman Richard Tonini, Treasurer Jim Seiler, and Fire Chief Nicholas Clark. Second by Trustee Alan Lewis. Motion Carried.

Fire & EMS Operation Report

Fire Report – The department has completed the recent hiring process, which began with 91 individuals testing and 47 advancing to interviews. Three interview panels conducted approximately eight hours of interviews over two days, and their efforts were greatly appreciated. The recruits have been selected and offers have been extended. Chief Clark will provide an update via e-mail once the background checks have been completed. The EMT class for the recruits will start on September 8th. The recruits will spend 3 days a week in class and will be training with Majors Davis & Cipolla during the other 2 days of the week. Overall, this marks a major shift for the department, and the team is enthusiastic about moving forward.

Attorney Mark Leach presented a Recruit Firefighter Assistance Reimbursement Agreement. This agreement states that if the department covers the cost of training, certifications, gear, and equipment, the recruit is expected to remain with the department for at least two years. If a recruit leaves before that period, the department retains the right to recover those expenses. Approval of the agreement was motioned by Trustee Brendan Montgomery. Second by Trustee Aaron Nilsson.

EMS Report – The department is two months into the 24/72 schedule. Assistant Chief Riordan has been closely tracking data to ensure the level of service has not declined during the transition, and so far, there are no concerns. Feedback from the EMS crews has been positive. To evaluate station rotation impacts, a one-time crew rotation across stations will be conducted. Some employees have expressed a preference to remain at their current stations; however, leadership would like to compare both models before making a final decision.

Executive Session

A motion was made by Trustee Brendan Montgomery to go into an executive session of the board members for discussion of a personnel matter. Second by Trustee Aaron Nilsson. Motion Carried. The session began at 4:40 PM. Motion by Trustee Alan Lewis to adjourn the executive session at 5:50 PM. Second by Treasurer Jim Seiler. Motion Carried.

Trustee Brendan Montgomery made a motion to present Chief Clark with the Contract Amendment for his review and approval. Second by Trustee Alan Lewis. Motion Carried. Chief Clark requested 24 hours to review the Addendum and will contact Chairman Tonini to execute the Addendum within the next few days.

Trustee Alan Lewis requested that the Pledge of Allegiance be added to the agenda at the start of all future meetings. There were no objections, and it will be implemented beginning with the September 2025 meeting.

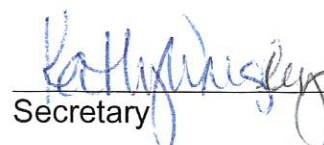
Adjournment

There being no further discussion to be brought forth, the meeting was adjourned at 5:59 PM. Motion by Trustee Alan Lewis. Second by Treasurer Jim Seiler. Motion Carried.

The next Jefferson County Suburban Fire Service meeting is scheduled for January 15, 2026.

The next regular meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, September 18, 2025.


Chairman


Secretary

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