

**St. Matthews Fire Protection District
Board of Trustees
December 18, 2025**

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on December 18, 2025, at Station 46: 240 Sears Ave, Louisville, KY 40207.

Board members present were Chairman Rick Tonini, Treasurer Jim Seiler, Secretary Kathy Wrigley, Trustee Dr. Gwendolyn Blue, 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, Attorney Mark Leach, Accountant Christine Kesler, and Administrative Assistant Erin Grant.

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

The minutes for the November 20, 2025 board meeting were approved by motion of Secretary Kathy Wrigley. Second by Trustee Alan Lewis. Motion Carried.

Treasurer's Report

Treasurer Jim Seiler provided the treasurer's report by referencing the *Comments to Financials* distributed in the board package. He highlighted the significant repair expense for Truck 47 under vehicle maintenance and reviewed the department's overall financial status, noting that the department remains in a strong financial position.

Approval of the November expenditures were motioned by Trustee Alan Lewis. Second by Trustee Brendan Montgomery. Motion Carried.

Old Business

N/A

New Business

SYB Accounts – Chief Clark provided an update on the two accounts that remained open with Stock Yards Bank. One was associated with the former Lyndon account with an approximate balance of \$500, and a former operational account that had been kept open until all deposits and debits had ceased. As the accounts are no longer needed, the department has initiated the closure of both. Confirmation was received that the Lyndon-named account was related to prior grants and no longer active. Once closed, the remaining funds will be transferred to the current operational account at Independence Bank, and the Board will be notified.

A recent credit card payment for the department's credit card account was determined lost in the mail, resulting in a late fee on the current statement. To prevent future

occurrences, the Board agreed to transition to online ACH payments. The Office Administrator will distribute the monthly statement to the three authorized signatories – Chief Clark, Chairman Tonini, and Treasurer Seiler – requesting email approval to process payment. Copies of the approval e-mails will be retained with the payment documentation.

Truck 47 Mechanical Repairs/Issues – Chief Clark reported that Truck 47 recently incurred approximately \$60,000 in repair costs following a scheduled inspection. While the apparatus has been well maintained and continues to operate effectively, maintenance costs have increased and are expected to continue. In addition to maintenance concerns, operational challenges were noted due to a reduction in certified drivers of the apparatus following recent and upcoming promotions. This may require operational changes, including relocating the Quint from Station 46 to Station 47 and using the rescue engine as the primary spare, which would limit backup apparatus availability.

Chief Clark advised that the department will begin exploring the purchase of a used replacement apparatus and the potential sale of Truck 47. Based on discussions with the maintenance company, the estimated resale value of Truck 47 is approximately \$225K - \$250K. Any proposed purchase or sale will be brought to the Board for approval.

Fire & EMS Operation Report

Fire Report – A recent breakfast was held for the department retirees. The event was well attended and included breakfast, department memorabilia, and the unveiling of the Legacy Wall located in the upstairs training room. The Legacy Wall honors retirees' years of service, rank, and retirement year.

Chief Clark reported that Recruit Class 45-01 continues to make strong progress and noted the resignation of one recruit. Graduation is scheduled for February 12 at 10:30am at Bluegrass Christian Church, with new shift assignments becoming effective February 14. Command Staff met to discuss upcoming crew and shift changes, which will result in significant reassignments and final crew assignments are expected to be communicated soon once details are finalized.

Chief Clark concluded his report by noting that two recent complex fire incidents were successfully managed. Despite the department's relatively young workforce, operations were handled effectively, interagency coordination was seamless, and no injuries occurred.

EMS Report – Chief Clark provided an update on the Certificate of Need (CON) application. Efforts to expedite the process include coordination with the lobbyist and Representative Nemis. No significant progress has been made; therefore no operational changes will be made until official approval is received. The department will continue efforts to move the process forward.

Executive Session

A motion was made by Trustee Alan Lewis to go into an executive session of the board members for discussion of a legal matter. Second by Trustee Aaron Nilsson. Motion

Carried. The session began at 4:41 PM. Motion by Trustee Alan Lewis to adjourn the executive session at 5:03 PM. Second by Trustee Brendan Montgomery. Motion Carried. There were no decisions made during the Executive Session.

Adjournment

There being no further discussion to be brought forth, the meeting was adjourned at 5:04 PM. Motion by Trustee Brendan Montgomery. 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, January 15, 2026.


Chairman


Secretary

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