

**St. Matthews Fire Protection District
Board of Trustees
October 17, 2024**

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on October 17, 2024, at Station 46: 240 Sears Ave, Louisville, KY 40207.

Board members present were Chairman Rick Tonini, Secretary Kathy Wrigley, Director Gwendolyn Blue, Trustee Alan Lewis, Trustee Brendan Montgomery, and Trustee Jim Seiler.

Also present were Chief Nicholas Clark, Deputy Chief Stuart Monohan, Assistant Chief Frank Flynn, Assistant Chief Mike Riordan, Human Resource Director Michael Frantz, Major Rick Baker, Sergeant Chris Becker, Sergeant Rickie Tapp, Firefighter Clinton Vinup, 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 September 19, 2024, board meeting were approved by motion of Secretary Kathy Wrigley. Second by Trustee Alan Lewis. Motion Carried.

New Business (moved to the beginning of the meeting for guest presentation)

Audit – Presentation of FYE 24 Draft by Dean Dorton – Auditors Joseph Overhults and Nick Reynolds presented details of the 2024 fiscal year end draft audit for our general operations. No significant weaknesses or deficiencies were found. Pending any questions or concerns that the board members may have, the audit will become final on Friday, October 18. Motion of approval by Trustee Brendan Montgomery to approve the document as presented, pending any additional comments that may be submitted. Second by Trustee Jim Seiler. Motion Carried.

Treasurer's Report

Accountant Christine Kesler provided the treasurer's report and referenced the Comments to Financials distributed with the board package. She highlighted some timing issues on some of the department's accounts receivables and noted that interest income was lower than budgeted as expected.

Approval of the September expenditures were motioned by Trustee Alan Lewis. Second by Secretary Kathy Wrigley. Motion Carried.

Trustee Jim Seiler requested more information on the purchase of the artic compressor. Chief Clark explained that this was a capital expenditure and was a budgeted item for this fiscal year to replace the old SCBA compressor that the department can no longer get parts for. He mentioned the possibility of donating this to a volunteer department in need of the equipment. More information will be provided next month if so.

Old Business

Bank/Investment Discussion – Chief Nicholas Clark, Treasurer Mike Abell, and Trustee Jim Seiler have concluded the meetings with all of the prospective financial institutions for the department's primary banking. Chief Clark presented a chart showing a comparison of the financial institutions' interest rates and service fees from the proposals that were received. Trustee Seiler reviewed all of the proposals and provided a recommendation to the Board based on the findings, that we move our primary banking relationship to Independence Bank. Due to a personal relationship that Trustee Alan Lewis has with an employee of Independence Bank, he removed himself from the vote of approval. Motion of approval by Trustee Brendan Montgomery to move the department's banking relationship (including ancillary products) to Independence Bank. Second by Kathy Wrigley. Motion Carried.

Trustee Seiler explained the complicated and cumbersome process of changing banking relationships and with that, would like to propose extending an offer to former administrative assistant, Terri Livers, to assist administrative assistant, Erin Grant, with this task on a contractual basis. The board decided to revisit this discussion in an executive session later in the meeting.

Chief Clark reviewed our current accounts currently held with wealth management. He recommended transferring \$400,000 into the operating account upon maturity of the current 30-day treasury bond and moving the remaining funds into the money market wealth management account until the new operating account is established with Independence Bank.

A motion was made by Trustee Brendan Montgomery to transfer \$400,000 into the operating account upon maturity of the current 30-day treasury bond. Second by Trustee Jim Seiler. Motion Carried.

A motion was made by Trustee Brendan Montgomery to move the remaining funds from the current 30-day treasury bond at maturity into the money market wealth management account. Second by Trustee Jim Seiler. Motion Carried.

Fire & EMS Operation Report

Fire & EMS Report – Chief Clark informed the Board of a recent incident in St. Matthews involving a plane crash and commended all crews that were involved.

The EMS Service Meeting which Chief Clark mentioned at the September meeting was held last Monday. There were two key takeaways from that meeting that will be used as starting points to help alleviate problem areas on all sides. As a trial, we and all other departments involved will remain in service at all times, including during shift change, in an effort to alleviate the strain dispatchers face when units go in and out of service. The second trial will be to hold code 1 runs at Metro Safe, allowing the departments to continue assisting more emergent runs. Chief Clark will provide another update at next month's meeting.

Assistant Chief Riordan provided the EMS statistics for September and compared those with the suppression statistics. He stressed the importance of mutual aid and the negative effects of it being one sided.

Executive Session

A motion was made by Trustee Alan Lewis to go into an executive session of the board members for discussion of a personnel matter. Second by Trustee Jim Seiler. The session began at 5:08 PM. Motion by Trustee Alan Lewis to adjourn the executive session at 5:13 PM. Second by Trustee Brendan Montgomery. Motion Carried.

A motion was then made by Trustee Alan Lewis to authorize Chief Clark to contract former Administrative Assistant Terri Livers, up to 100 hours at the hourly rate of \$43.71, to assist current Administrative Assistant Erin Grant with the bank change transition. Second by Trustee Jim Seiler. Motion Carried.

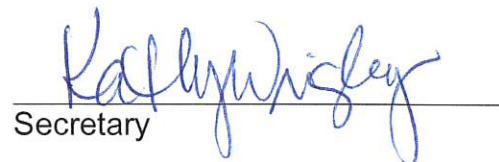
Adjournment

There being no further discussion to be brought forth, the meeting was adjourned at 5:15 PM. Motion by Trustee Jim Seiler. Second by Trustee Alan Lewis. Motion Carried.

The next meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, November 21, 2024.

The next meeting of the Jefferson County Suburban Fire Service is tentatively scheduled for January 16, 2025.


Chairman


Secretary

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