

**St. Matthews Fire Protection District
Board of Trustees
Special Meeting
May 19, 2022**

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A special meeting of the St. Matthews Fire Protection District Board of Trustees took place on May 19, 2022, due to rescheduling of the regular meeting that would have taken place on May 12. The meeting was held at the district's headquarters: 240 Sears Avenue, Louisville KY 40207. Special meeting announcement posted in accordance with KRS 61.823 (4)(a)-(c).

Present were Chairman Rick Tonini, Secretary Mike Abell, Treasurer Nick Heilmann, Trustee Marshall Bradley, Trustee Christine Kesler, Trustee Chris Mooser, and Trustee Kathy Wrigley. Also present were Chief William Seng, Assistant Chief Stuart Monohan, Assistant Chief Mike Riordan, Major Rick Baker, Major Tony Cipolla, Major Frank Flynn, Major Tracy Jevning, Major Mike Richardson, Sergeant Tommy Hedden, Sergeant Brendan Montgomery, Firefighter/Paramedic Chris Early, Firefighter Cameron Marshall, Firefighter Tommy Wilson, Attorney Mark Leach, Accountant Robin Roberts, Human Resource Manager Michael Frantz, and Administrative Assistant Terri Livers.

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

The minutes for the April 14, 2022 regular and May 6, 2022 special meeting, were approved by motion of Secretary Mike Abell. Second by Trustee Chris Mooser. 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. Work on the FY 22/23 budget has begun. Discussion held regarding preliminary calculations. Board members interested in participating with the budget preparation were encouraged to do so. Draft to be presented at the June meeting. Adoption and filing are due with the Kentucky Department for Local Government by July 15, 2022.

Motion by Secretary Mike Abell for approval for April expenditures. Second by Trustee Christine Kesler. Motion Carried

Expenditure Authorization – Motion of approval by Secretary Mike Abell for the addition of a concrete dumpster pad at Station 2; cost not exceed \$9,000. Second by Trustee Chris Mooser. Motion Carried.

Old Business

Fire Trustee Appointment and Property Owner Trustee Election – Mayor Greg Fischer has recommended the reappointment of Trustee Kathy Wrigley. The Louisville Metro Council is expected to formally approve the recommendation within the next few weeks.

Trustee Kathy Wrigley reported on the nomination process for the property owner trustee election that will take place on Saturday, June 25 (11:00 AM – 2:00 PM). According to the district's election bylaws, all nominations must be received May 1. As of this meeting, only Trustee Rick Tonini had completed the necessary paperwork. Another property owner has expressed an interest in the position but had not met the May 1 filing requirement. Motion by Trustee Chris Mooser to accept the nomination of Rick Tonini for the position of property owner trustee. Second by Trustee Marshall Bradley. Motion Carried. A member of the election committee will contact the gentleman that expressed an interest as well in the position, to advise of the bylaw guidelines.

New Business & Fire Chiefs Report

Proposed EMS Rate Increase – Asst. Chief Mike Riordan reported that the district has not changed their rates since the implementation of our EMS service in 2016. An explanation and proposal was sent to the board for consideration in January. Motion of approval by Trustee Marshall Bradley for the following rate changes:

	BLS	BLS Non-Emergency	ALS	ALS II	Treated Non Transport	Mileage
Current	\$600.00	\$550.00	\$800.00	\$1,000.00	NA	\$11.00
Proposed	\$690.00	\$690.00	\$920.00	\$1,150.00	NA	\$15.75

Second by Trustee Chris Mooser. Motion Carried.

No change to billing for St. Matthews FPD property owners.

Summer Intern Program – Motion of approval by Secretary Mike Abell for the district to participate in hiring a summer intern from the Eastern Kentucky University Fire Science program: 40-hour work week; 10-week duration; \$15.00 hourly rate. Second by Treasurer Hellmann. Motion Carried.

Chief Seng reported that the district may be awarded another FEMA grant for replacement of the exhaust removal systems at all four stations. Matching cost of approximately \$25,000 will be included in the FY 22/23 budget.

Personnel -

- A group retirement party is scheduled for August 13. Official announcement forthcoming with the details and all those to be recognized for their service.

- Two new employees; Firefighter Tommy Wilson and Major Tony Cipolla were introduced to the board and administered the oath of office.
- Attorney Mark Leach has drafted two new agreements for our employee manual:
 1. Certification for new hires to indemnify the fire district from any previous financial responsibilities.
 2. Commitment to employment for up to two years if the department reimburses for college tuition or professional licenses, with a sliding scale for repayment if employment is terminated by the employee.

Motion of approval for the documents as revised, by Trustee Marshall Bradley. Second by Secretary Mike Abell. Motion Carried.

- Employee manual to be updated with gender neutral terminology.

Equipment & Facilities – Delivery of the new apparatus that is on order, is not expected now until May or April of 2023. Still waiting on a chip for build out of the new ambulance.

EMS – Asst. Chief Riordan reported on the statistical report provided with the board package and continuing issues with responses into the urban services district. Discussion held regarding non emergent transports and HB 777 which was signed into law by the governor on April 8, 2022.

Executive Session

Motion by Trustee Marshall Bradley to enter into executive session for the discussion of personnel matters. Second by Secretary Mike Abell. Motion Carried with the board entering into executive session at 4:57 PM. The executive session ended at 5:19 PM with no votes being taken.

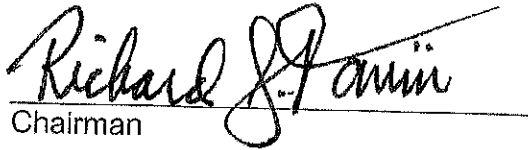
Chairman Tonini reported that the application window for the fire chief position will close at 5:00 PM on May 23, 2022. As of this meeting, eight (8) people have applied. The applicants will be screened by the hiring committee before interviews with the full board are scheduled. The names of those applying will remain confidential.

Adjournment

There being no further discussion to be brought forth, the meeting adjourned at 5:23 PM. Motion by Trustee Marshall Bradley. Second by Trustee Christine Kesler. Motion Carried.

The next meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, June 9, 2022.

The next meeting of the Jefferson County Suburban Fire Service is scheduled for July 13, 2022 at what will be the former Buechel Fire Department (merging with Fern Creek FPD July 1.)


Chairman


Secretary

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