

**Anchorage Middletown Fire & EMS
BOARD OF TRUSTEES/ 108 Urton Lane
May 20, 2026
Minutes**

I. Opening

Chairperson Jim Yates called the meeting of the Board to order at 6:08 pm at AMFEMS Station #1. Trustees present were Linda Oliver, Grant Hart, Jason Karrer, Andy Downes, Jason Smith and Andrea Oser. Also present were Chief Pat Walsh, Deputy Chiefs Kevin Fletcher, Mike Sutt and Brad Michel, other AMFEMS members and visitors, and Bryan Dillon, general counsel to the Board.

II. Approval of Minutes

Motion by Jason Karrer, Second by Andy Downes, to approve the minutes from the Regular Meeting on April 21, 2026, the Special Meeting on May 7, 2026, and the Special Meeting on May 13, 2026. Motion passed unanimously.

III. Financial Reports

a. Financial Report ending April 30, 2026

Chief Walsh reviewed the financial reports for the period ending April 30, 2026 and entertained questions.

b. FY '26-'27 Budget

Chief Walsh provided a budget addendum updating the previously proposed budget. The budget includes a total 5% salary increase (COLA+Market Adjustment) for all employees. Motion by Andy Downes, Second by Grant Hart, to approve the FY '26-'27 Budget, including the addendum. Motion passed unanimously.

IV. Surplus Equipment

Motion by Andy Downes, Second by Grant Hart, to surplus the school bus, by either selling the bus outright or donating it. Motion passed unanimously.

V. Expenditure Requests

Chief Walsh notified the Board regarding the three community risk people, but this was not an expenditure request as it is already included in the budget. A discussion also took place regarding the providing and placement of smoke detectors.

a. Station 36 – Notification Only – Chief Walsh informed the Board that the ground work contractor has been selected by Sullivan & Cozart.

b. Purchase of 13 passenger bus – Chief Walsh requested authority to purchase a 13 passenger bus which will serve various functions within the department such as transporting the honor guard and members to and from training. The purchase will be made through Sourcewell, a government recognized purchasing cooperative. Motion by Andy Downes, Second by Linda Oliver, to approve the purchase of the bus for \$125K. Motion passed unanimously.

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- c. Portable Air Compressor Trailer and 32kW Generator** — Chief Walsh informed the Board that the trailer and generator had already been purchased for \$50K under the Chief's discretionary spending authority.
- d. First Due Software** — Motion by Andy Downes, Second by Linda Oliver, to approve the purchase of the First Due software for \$142K. Motion passed unanimously.

VI. Chief's Report – Chief Walsh

- a. HR Update – HRG** – Deede Mullaney of HRG reported their progress in updating the modification and updating of the department's human resources functions. HRG has numerous applicants for the five or six slots that will be filled.
- b. Chief's Updates** – Chief Walsh informed the Board that the Crusade for Children will take place on June 6 and 7. The golf scramble took place the day before the meeting. No historical study was needed for Station 36, and the previously existing building has been razed. The OIG complaint against AMFEMS in connection with ambulance service has been dismissed. Trustee Hart inquired about how much UPS will owe AMFEMS for its emergency services in connection with the plane crash.

VII. Old Business

Training Overtime Status Update — Chief Walsh updated the Board regarding the reimbursement of overtime for the training department employees. Resolution of the amounts for 3 of the employees is currently pending. Chief estimates the total reimbursement will be approximately \$275 K.

VIII. New Business.

- a. Transfer of Board Treasurer Role**—Trustee Downes, current Board Treasurer, will be stepping down from the Board effective immediately (May 20, 2026). Motion by Andy Downes, Second by Andrea Oser, to appoint Grant Hart as Board Treasurer, effective July 1, 2026. Motion passed unanimously.
- b. Firefighter Trustee Election** — Election documents have been drafted and are awaiting revisions. Letters will be sent to the membership explaining the voting process.
- c. Policy Approvals**—The following policies updates were submitted for approval and the SOGs for notification:
 - i. POL-HR-2306 Attendance and Punctuality Policy – update 48/96
 - ii. POL-HR-2405 Vacation Policy-update 48/96
 - iii. POL-HR-2407 Paid Sick Leave – update 48/96
 - iv. POL-HR-2409 Bereavement Leave – update 48/96
 - v. POL-HR-2414 Shift Trades – update 48/96

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vi. SOP-HR-2405 Vacation Procedures – update 48/96

vii. SOG-OPS-3101 Fatigue Management – NEW for 48/96

Motion by Andy Downes, second by Andrea Oser, to approve the policy and SOG updates, effective June 28, 2026. Motion passed unanimously.

IX. Open Forum

There were no questions or comments for Open Forum.

X. Executive Session

Motion by Andy Downes, second by Jason Smith to enter Executive Session to discuss personnel matters pursuant to KRS 61.810(1)(f) and pending litigation pursuant to KRS 61.810 (1)(c). Motion passed unanimously. The board went into Executive Session at 2:53 pm.

The Board went on break at 2:53 p.m. and returned to executive Session at 3:03 p.m.

The Board returned from Executive session with no action taken.

Motion by Andy Downes, second by Andrea Oser, to approve the new Chief's contract, and to authorize Chairperson Yates to sign on behalf of the department. Motion passed unanimously.

X. Motion to Adjourn

Motion by Andy Downes, Second by Linda Oliver to adjourn. The motion passed unanimously.

The meeting adjourned at 4:44 pm.

Bryan J. Dillon
General Counsel to the Board

*Supporting documents are available by request through the Fire Protection District.