

**Anchorage Middletown Fire & EMS
BOARD OF TRUSTEES/ 108 Urton Lane
September 23, 2025
Minutes**

I. Opening

- a. Chairperson Jim Yates called the meeting of the Board to order at 11:00am. at AMFEMS Station #1. Present were Chief Pat Walsh, Trustees Linda Oliver, Andrea Oser, Jason Karrer, Andy Downes, Grant Hart and Jason Smith. Also present were , Frank Apazewecz, B. Karrer, Mike Sutt, Ben Willen, Bryan Federico, Harold Schewe, Brad Michels, Adam Justcie, Matt Goolsby, Pam Henehean, Ron Maddux, Courtney Norris of Run Switch Shannon Ran as recorder, and Bryan Dillon, general legal counsel to the Board.

II. Approval of Minutes

- a. Regular Meeting August 27, 2025
- b. Special Meeting August 18, 2025
Motion by Andy Downes to approve the minutes from August 27th, and August 18, 2025, seconded by Jason Smith. Motion passed unanimously.

III. Financial Reports

- a. Financial Statement: Period Ending August 31, 2025
Chief Walsh reviewed and entertained questions.

IV. Expenditure Requests

- a. Purchase of J-Town's Qunit/Tiller for \$750K for Station 38 (Norton Commons)
- b. Purchase of New Roof for Station 40 (Harrods Creek) up to \$235,000.
- c. Purchase of 40 Set of Budgeted Fire Gear up to \$148,000
- d. Approval to paint the New Qunit 38 (J-Town's Qunit/Tiller) up to \$50,000.
No Action was needed, this was informative only

V. Surplus Equipment

- a. 1184 - 2018 Ford F-150 - VIN 1FTEW1E58JKF30396 - 114,400 miles
- b. 1182 - 2018 Chevy Tahoe - VIN 1GNSKFEC6JR212320 - 103,870 miles
- c. 1171 - 2017 Ford Explorer XLT - VIN 1FM5K8D89HGB15533 - 119,665 miles
- d. 1141- 2014 Ford Explorer - VIN 1FM5K8AR6EGA44802 - 118,525 miles
- e. 1202 - 2020 Ford F-150 XLT - VIN 1FTEW1E50LFA99452 – 97,916 miles

Motion by Jason Smith to surplus the 5 listed AMFEMS vehicles, and to list on govdeals.com, seconded by Grant Hart. Motion passed unanimously.

VI. Chief's Reports - Chief Walsh

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- a. All Division Reports will be included in the packet.

Chief updated the board on the San Jose FD interested in purchasing the tiller for \$600K, Crew from Norton Commons crews approved for the J-Town Tiller – Will be good for 5-7 years. The Annual report should be completed by the end of December. HR audit firm is working with AMFEMS HR to complete a policy and procedure audit. Will report to board of findings once completed. Chief Walsh wished a happy retirement and heartfelt thank you to Major DeWayne McCray for his 23 years of service. Congratulations Dewayne!

VII. Old Business

- a. Approval for Advanced EMTs to receive an additional \$4k.
Chief Walsh and LTC Apanewicz reviewed the studies on how they came up with the stipend and entertained questions.

Motion by Jason Smith passed to approve the \$4K stipend for Advance EMT, seconded by Jason Karrer. Motion passed unanimously.

VIII. New Business

- a. Approval of Certification of Purchaser/Vendor Relationship.
Motion by Andy Downes to approve the certificate of purchaser/vendor relationship, seconded by Jason Smith. Motion passed unanimously.
- b. Approval of Job Description for Facility Service Technician I.
Motion by Andy Downes to approve the Job Description for Facility Service Technician I, seconded by Jason Smith. Motion passed unanimously.
- c. Approval of Job Description for Facility Service Technician II.
Motion by Andy Downes to approve Job Description for Facility Service Technician II, seconded by Jason Smith. Motion passed unanimously.
- d. Approval of SOP for Purchasing Policy.
Motion by Andy Downes to approve SOP for Purchasing Policy seconded by Jason Smith. Motion passed unanimously.
- e. Approval of Policy POL-FIN_8001 Purchasing Policy.
Motion by Andy Downes to approve the Policy POL-FIN_8001 Purchasing Policy. seconded by Jason Smith. Motion passed unanimously.

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IX. Executive Session

- a. Personnel Matters - KRS 61.810(1)(f)
- b. Real Estate Matters - KRS 61.810(1)(b)

Motion by Andy Downes to enter executive session to discuss Personnel Matters pursuant to KRS 61.810(1)(f) and Real Estate Matters pursuant to KRS 61.810(1)(b), seconded by Jason Smith. Motion passed unanimously. The Board went into Executive Session at 11:41am.

The Board returned from Executive Session at 12:32pm, with no action taken.

Motion by Andy Downes to allow the employee with the DUI case, to return to full duty, seconded by Jason Karrer, Motion passed unanimously.

X. Open Forum

XI. Motion to Adjourn

- i. Motion to adjourn at 12:35 pm. by Andy Downes, second by Jason Karrer. The motion passed unanimously.

Shannon F. Ran
Executive Administrative Assistant
Recording Secretary for the Board

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