

MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, January 11, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 7:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascheman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; Doug Ruse - Shop Steward; Joe Boushard - Assistant Shop Steward; and others.

Chairman Viviano called the meeting to order and welcomed those present.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, December 28, 2016, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The first item of regular business was the approval of bills. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of January 11, 2017, was presented, reported and reviewed by the Chief and upon motion duly made and seconded, was received by the Board, a copy of which is attached hereto and incorporated herein by reference.

The Board also reviewed and received the current Tax Check Receipts Register, a copy of which is attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was Operations and Capital. Deputy Chief Romona Kaminski reported on several meetings that occurred, the status of the compilation of information and resources and that additional meetings are scheduled prior to the Board's special meeting scheduled for January 18, 2017.

The next item of old business was an update on the Board's Financial Disclosure Statements. The Financial Disclosure Statements for each of the Board members were mailed by certified mail on January 4, 2017 and the receipt had been received by the District. There was discussion by Kimberly Smith, the District's Office Manager, and the District's Attorney concerning the Conflict of Interest Resolution that the District adopts on a bi-annual basis which is due to be reviewed and approved within the next few months.

There being no further old business the Board proceeded with new business.

The first item of new business was a request to commence the bidding process for the District's ambulance billing services. Chief Steitz reported that the Administrative Support Team and Deputy Chief Chris McCarthy had developed an RFP to put out for bid for the District's ambulance billing service. Deputy Chief McCarthy and Kimberly Smith the District's Office Manager explained to the Board that the reason for the request was part of a continued review of

the District's expenses and to determine if, through the bidding process, the District could receive a lower rate for the service and possible improvement on the quality of service. Upon motion duly made and seconded, the Board unanimously approved and authorized the commencing of the bidding process for the District's ambulance billing services in accordance with the RFP developed by the Administrative Support Team and Deputy Chief Chris McCarthy.

The next item of new business was a report on the Quarterly Collateralization of District funds. The Chief reported that all banks that currently have funds invested by the District for amounts over \$250,000.00 FDIC coverage limits have provided their collateral reports that verifies the District's funds are fully collateralized as required by law. The Chief further reported that as of December 31, 2016 the amount of District funds protected by FDIC insurance was \$1,505,650.16.

There being no further business, Chairman Viviano inquired whether there was a Chief's Report. Chief Steitz reported that on Saturday and Sunday morning there were four mutual aid working fires which made for very a long and hard evening for those on duty. The Chief reported that the new Firetruck 1334 has been delivered, training has commenced and it should be in service shortly. Discussion ensued concerning starting a tradition to have a plaque placed on the door of new fire trucks in memory of a firefighter and that Captain Steve Grimes will be the first to receive this distinction with a plaque to be placed on 1334. Upon motion duly made and seconded, the Board unanimously approved and authorized a tradition to have a plaque placed on the door of new fire trucks in memory of a firefighter and that Captain Steve Grimes will be the first to receive this distinction with a plaque to be placed on 1334. The Chief then reported that Firetruck 1345 is back in service with a four-year warranty on the replacement

engine at a cost of \$28,000.00 previously approved. The Chief advised that he will now follow up on the outstanding and disputed \$10,000.00 to \$11,000.00 repair charges for the unsuccessful work on 1345 and report to the Board.

Chairman Viviano inquired whether there was a Shop Steward report. Shop Steward Ruse advised that the handicapped ramp previously constructed for the District resident who had recently passed away had been taken down by the family and made available to the District. Shop Steward Ruse advised that the Rowles Family had contacted Captain Tom Mueller at 3 House and that Tom Meyer, John Helle and other members of A Crew reassembled and made appropriate changes to the ramp and provided it to the Rowles Family. The Board then acknowledged that Shop Steward Ruse has recently been elected to serve as 7th District Vice-President for Local 2665 and congratulated him on his new position.

The Chairman then inquired if there was any public comment. There was no public comment.

The Chairman advised that the next meeting will be a special Board meeting on January 18, 2017 and that the next regular Board meeting will be January 25, 2017.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 7:45 p.m.


BETH L. VIVIANO


JENNIFER GRIMES


THOMAS D. ASCHEMAN

MINUTES OF THE SPECIAL MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT
January 12, 2017

A special meeting of the Board of Directors of the Fenton Fire Protection District was held on Thursday, January 12, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 2:00p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer; Tom Steitz – Fire Chief; Doug Ruse – Shop Steward; and others.

A copy of notice of closed meeting as required by the "Sunshine Law," in particular Sections 610.020 and 610.021(3), R.S.Mo., is attached hereto and incorporated herein by reference.

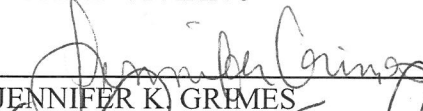
Chairman Viviano called the meeting to order and welcomed those present.

The only item on the agenda was a discussion regarding proposed ballot language for Proposition E., which is a tax levy increase for voter consideration in the upcoming General Election to be held on April 4, 2017. The Board also decided to change the time of the Special Board Meeting to be held on January 18, 2017 from 7:00PM to 1:00PM.

There being no further or additional business or matters to come before the Board in the special board meeting, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 3:15p.m.



BETH L. VIVIANO



JENNIFER K. GRIMES



THOMAS D. ASCHEMAN

**Fenton Fire Protection District Board of Directors
Special Meeting Agenda
January 12, 2017 7:00 PM**

**Tom Ascherman
Secretary**

**Beth Viviano
Chairman**

**Jennifer Grimes
Treasurer**

-
1. Opening of Special Meeting
 - a. Ballot Language for Tax Increase
-

Date and Time of Posting: January 12, 2017, 7:00AM



FENTON FIRE PROTECTION DISTRICT
845 Gregory Lane
Fenton, Missouri 63026
(636)343-4188
FAX: (636)343-4451

Notice of Special Board Meeting

Date and time of posting: 1/12/2017 7:00 AM

Notice is hereby given that the Fenton Fire Protection District will be holding a Special Board Meeting Thursday, January 12, 2017 at 2:00PM at 845 Gregory Lane, Fenton, Missouri 63026 to formulate the tax increase ballot language.

FENTON FIRE PROTECTION DISTRICT

NOTICE OF BOARD MEETING

NOTICE IS HEREBY GIVEN, in accordance with the Missouri "Sunshine Law" that the next regular/special meeting of the Board of Directors of the Fenton Fire Protection District shall be held as follows:

DATE **Wednesday, January 11, 2017**

TIME **2:00 PM**

PLACE **House #1
845 Gregory Lane
Fenton, Missouri 63026**

A tentative agenda for the meeting is attached hereto and incorporated herein by reference. If any portion of the meeting is to be a closed meeting, in accordance with the Missouri "Sunshine Law", it should be indicated on the attached agenda.

Members of the news media may obtain copies of the notice by contacting the custodian of records:

**Chief Thomas G. Steitz, Fire Chief
Fenton Fire Protection District
House #1
845 Gregory Lane
Fenton, MO 63026
(314) 343-4188**

MINUTES OF THE SPECIAL MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The special meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, January 18, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 1:00 p.m.

Present at the meeting were: Beth L. Viviano – Chairman and Director; Jennifer Grimes – Treasurer; Tom Ascheman – Secretary and Director; Tom Steitz – Fire Chief; Thomas M. Lang – Attorney for the District; Doug Ruse - Shop Steward; Joe Boushard - Assistant Shop Steward; Romona Kaminski - Deputy Chief; Chris McCarthy – Deputy Chief; Kimberly Smith – Office Manager; and others.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.021 R.S.Mo., is attached hereto and incorporated herein by reference.

The Chairman noted that the special meeting was set by the Board of Directors as a special meeting during a prior regular Board meeting.

The special Board meeting was held to review matters to be placed on the ballot for the election to be held on April 4, 2017.

The first item to be discussed was a report on the filing of candidates for the six-year term of a Director for the Fenton Fire Protection District. The Chief reported that the only candidate to file was current Director, Thomas Ascheman. The Board congratulated Mr. Ascheman on being the only candidate. Upon motion made by Director Jennifer Grimes and seconded by Chairman Beth Viviano, Director Ascheman abstaining to avoid any possible issue

of a conflict, and upon the affirmative vote of Director Grimes and Chairman Viviano, the Board directed and authorized Chairman Viviano, as the election official for the Board of Director, to certify to the St. Louis County Election Board a complete and correct list of candidates which in this case is Thomas Ascheman, and to provide the Board of Election Commissioner a letter verifying that the District did publish notice as required under Section 115.127 RSMo that the number of candidates equal the number of positions to be filled and therefore no election need to be held for Director.

The next question was should the Board seek voter approval and authorization to levy an additional tax to provide funds for the support of the District. A lengthy discussion ensued. The Board of Directors of the Fenton Fire Protection District being mindful of the responsibilities to continue to provide fire protection and emergency fire and ambulance service and continue to provide the appropriate and necessary compensation, benefits, facilities and equipment for the employees of the District while at the same being stewards of tax payers money entrusted to them have for many months been gathering and reviewing information, data and obtaining the input and opinions of professionals including, but not limited to, the District's Certified Public Accountant and an outside Certified Public Accountant. The Board thanked Deputy Chief Romona Kaminski and her committee of Executive Officers, District Personnel, Shop Steward Ruse, Jen Stuhlman, State Service Representative for the International Association of Fire Fighters, and others for their hard work and ongoing efforts. The Board specifically recognized and thanked Kimberly Smith, the District's Office Manager, for all of her efforts and information gathered and provided and the Chief, the Executive Officers and all Personnel who have participated in the gathering of information.

After an extensive review of the current maximum tax rate ceilings permitted by law and authorized by the taxpayers of the District and the estimated revenues produced thereby and after reviewing the Strategic Plan, the historical data, current Budgets and dwindling reserves the Board has reached the conclusion that it is necessary to seek voter approval and authorization to levy an additional tax to provide funds for the support of the District specifically for its general fund. The need for additional tax revenue through voter approval and a possible future bond issue are as a result of many facts and conditions including, but not limited to, the following: over time the reserves of the District have been depleted in order to meet the ongoing operating expenses of the District; the costs of doing business have substantially increased over time at a higher rate than the cost of living adjustments; the services being provided by the District have expanded and the number of calls have increased resulting in the number of employees necessary to serve being increased; additional and increased regulations of every aspect of the District's operations and documents required as a result thereof has increased the cost to the District; the need and development for ongoing upgrades of trucks, vehicles, equipment and technology; costs increased as a result of the increased number of calls, and emergency services being provided, including the costs of drugs, supplies and equipment. While the costs and demands on the District have risen dramatically the District has not requested a tax increase for more than thirty years and to this point has not sought voter approval of a bond issue. During the same period of time laws have been enacted that have permitted and caused the amount of taxes to be levied to be artificially restricted and the tax rate ceilings are in many cases less than the original tax rate authorized and approved by voters; the Chrysler Plant closed removing from the District a substantial flow of tax revenue; tax increment financing has reduced and limited tax revenues;

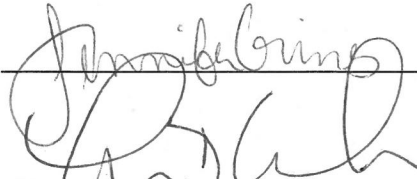
decreased assessed values of assessed property has occurred in recent years; property owners have challenged and appealed their assessed valuation and many have been successful on appeal to the State Tax Commission resulting in incredible reductions in the assessed valuations reducing the taxes generated for the continued operation of the District. The District has reviewed its annual Budgets and made many cuts and changes which only differ the ultimate costs necessary to continue to provide the services being provided and have necessitated the use of reserve funds. The independent CPA hired by the District to review the District's financial history including historical budgets, current and available funds and other pertinent information has resulted in the CPA's opinion that the Fenton Fire Protection District Board must be proactive and consider a general funds tax increase and a bond issue. The Board has requested, been provided and reviewed various scenarios as to the amount of funds needed to meet the District's needs. The Board at this time has deferred seeking voter approval for the bond issue. The Board, upon motion duly made and seconded, and after careful review and consideration of all factors have determined that it is not only appropriate but necessary, unanimously approved and authorized the Board seek voter approval at the April 4, 2017 election of Proposition E requesting voters authorize a levy of an additional tax of not more than 39¢ on \$100.00 assessed valuation to provide funds for the support of the District. The Board further authorized the Chairman as the District's Election Official to sign and file the appropriate certifications and the proposition with the St. Louis County Board of Election Commissioners. Copies of the approved forms including the letter to the Board of Election Commissions of St. Louis County, Affidavit of Publication, Certification of Candidates, Certification of Proposition and Publication of Legal Notices were all approved and as attached hereto and incorporated herein by reference.

There being no further or additional business or matters to come before the Board in the special board meeting, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 1:45 p.m.

BETH L. VIVIANO

A handwritten signature in cursive script, appearing to read "Beth L. Viviano", written over a horizontal line.

JENNIFER GRIMES

A handwritten signature in cursive script, appearing to read "Jennifer Grimes", written over a horizontal line.

TOM LASCHEMAN

A handwritten signature in cursive script, appearing to read "Tom Laschman", written over a horizontal line.

MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, January 25, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 7:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascheman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; Joe Boushard - Assistant Shop Steward; and others.

Chairman Viviano called the meeting to order and welcomed those present.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, January 11, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The minutes of the special meeting of the Board of Directors held on Thursday, January 12, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The minutes of the special meeting of the Board of Directors held on Wednesday, January 18, 2017, previously mailed to the Board were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The next item of regular business was the approval of bills. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of January 25, 2017, was presented, reported and reviewed by the Chief and upon motion duly made and seconded, was received by the Board, a copy of which is attached hereto and incorporated herein by reference.

The Board also reviewed and received the current Tax Check Receipts Register, a copy of which is attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was Operations and Capital. Deputy Chief Romona Kaminski reported that following the last board meeting, she had good conversations with Archimages about the position on the District has taken a bond issue and the need for further services at a later date. The current billing from Archimages is approximately \$1,300.00. Deputy Chief Romona Kaminski advised that bids are out for pamphlets and mailers for Proposition E for a bi-fold memo from the Chief to send out to about 4,000 registered voters. Information is being prepared to put on the District's web site and copies available at the firehouses, where there will be written information for employees to hand out and clear directions on how to handle inquiries and provide information only; and that the recommendation is that the Board should consider a budget of approximately \$5,000.00 for the materials. After a discussion, it was determined that the Board had time to wait for the bids concerning the cost of the pamphlets and mailers to determine the amount of budget to set aside.

Deputy Chief Romona Kaminski further advised that they were working on the “now and then” informational letter.

There being no further old business the Board proceeded with new business.

The first item of new business was a request for a proposal to replace the ladder truck. Chief Steitz had provided to the Board a memo dated January 21, 2017 concerning the need for a new ladder truck, a copy of which is attached hereto and incorporated herein by reference. The Chief reported and amplified on his written report to the Board, and reiterated, his opinion that a significant reason to replace relates to safety issues involving the continued use of the current ladder truck because of its unreliability. The Chief recommended that the Board move to purchase a replacement ladder truck through the HGAC Program for a ladder truck being built by Rosenbauer as a demo/stock ladder with a Cummings Engine in it at a cost, after District alterations, of \$675,000.00, with a trade-in value of CAT Ladder and 1329 of \$350,000.00, for a net difference and cost to the District of \$325,000.00. The ladder truck would be acquired through a ten year (10) lease/own with payments of \$39,000.00 per year at an interest rate of 3% per annum with no prepayment penalty and the first payment not being due until 2018. Upon motion duly made and seconded, the Board unanimously authorized the Chief to proceed with the purchase of the ladder truck as outlined by the Chief, recognizing that the District’s contract with the HGAC Program, as previously approved by the Board, includes all of the appropriate notices, RFP, etc. as required by law.

The next item of new business was a request for the Board to approve and sign a Hydrant Resolution for the site known as Summit Woods Estates which is property off of Summit Road where the contractor is expecting to build four new homes. Upon motion duly made and seconded, the Board unanimously approved the Hydrant Resolution, copy of which is attached

hereto and incorporated herein by reference.

The next item of new business was a report on the new hire testing process. Deputy Chief Romona Kaminski reported that testing was held on January 17th and January 19th, 2017; that the District had received sixty-nine letters of intent, with fifty-seven applicants actually taking the test. Deputy Chief Romona Kaminski reported that fifty-six of the applicants taking the test passed the fire fighter test and thirty-three passed the medical portion of the test. The next step will be the resume` review and then the interviews.

The next item of new business was a permission to cause the District's 2016 audit to commence. The Board was provided a timeline for the audit process. Upon motion duly made and seconded, the Board unanimously approved the commencement of the annual audit process as required by law.

The next item of business was the Statement of Accounts and Budget Reallocation for the period ending December 31, 2016. The Board reviewed the December 31, 2016 Statement of Accounts and the memo for the Reallocation for Operating and Capital Expenditures Budget for the period ending December 31, 2016. In order to comply with Missouri Statutes, including but not limited to, Section 67.030. After careful review, the Board determined that it was necessary and appropriate to make the Reallocation of the Operating and Capital Expenditures Budget for 2016 in accordance with the attached documentation and in accordance with the Reallocation of Operating and Capital Expenditures Budget December 31, 2016 memo, attached hereto and incorporated herein by reference.

The next item of business was a discussion regarding the Preliminary Non-Binding Budget Process. The Board was provided in their packet a January 13, 2017 letter from St. Louis County Department of Revenue to all political subdivisions relative to the need to comply

with Sections 137.180 and 137.243 of the Missouri Revised Statutes for a notice of projected tax liability. It was noted that the Preliminary Non-Binding Tax Rate information must be filed with the Collector of Revenue by April 8, 2017, which is a Saturday and the office is closed. Failure to promptly comply with the Statute may result in the actual tax rate for the year being reduced by 20%. It is noted that the Collector of Revenue is to provide the necessary information no later than March 15, 2017. The regular scheduled board meeting for the District is March 22, 2017, which may not afford enough time to prepare the appropriate forms and resolutions for that meeting. The first scheduled regular board meeting in April would be April 12, 2017. A discussion ensued that there is a fifth Wednesday in March and all board members reviewed their schedules and announced that they would be available should there be a need to have a special meeting on March 29, 2017 to review and approve the Preliminary Non-Binding Tax Rate Resolution required by law to be filed.

There being no further business, Chairman Viviano inquired whether there was a Chief's Report. The Chief advised that all the appropriate forms and documents were filed with the St. Louis County Election Commission on January 19, 2017 and that he had a lengthy discussion with the representative at the Election Commission who reviewed and carefully went over all the forms and made sure that they were all in order and approved. A copy of the stamped documents filed with the St. Louis County Election Commission on January 19, 2017 are attached hereto and incorporated herein by reference. The Chief advised that there was a post on Facebook of a young girl named Rylee fighting cancer and that after review of the Facebook post, employees of the District put together and sent a care package to the young girl. The employees who took charge of this matter were Deputy Chief Kaminski, Stephanie Spaniol, and Anna Brown. The Chief advised that the outstanding Fabick repair bill for Vehicle 1345 of

approximately \$11,000.00 has not been paid and that Fabick has been advised that the District is disputing the charges. The Chief then showed the Board a photo of the ladder approved for purchase by the Board earlier in the meeting.

Chairman Viviano inquired whether there was a Shop Steward report. Assistant Shop Steward Joe Boushard advised that there was none.

The Chairman then inquired if there was any public comment. Those in attendance congratulated Director Tom Ascherman on being unopposed and therefore being elected Director for a six year term.

The Chairman then announced that the next board meeting will be February 8, 2017 at 7:00 p.m.

The Board, upon motion duly made and seconded, determined that it was appropriate and necessary to go into Closed Executive Session in accordance with Section 610.021 (1) of the Missouri Revised Statute (Legal Actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys...)

Following the Closed Executive Session, the Chairman reopened the regular board meeting and advised that no action or vote has been taken by the Board.

In open session the Board, as a direct result of life change events and issues of chairman Viviano, reviewed and had a discussion concerning the availability and appropriateness of the district paying for medical insurance and coverage for board members. The attorney for the District expressed his opinion that Missouri law authorizes the payment of health insurance for elected officials (67.150 RSMo) and dependents (67.210 RSMo) and that there are two Attorney General Opinions on the subject that approves the District doing so. The District's attorney

pointed out that Attorney General Opinions are not the law but that the legal Opinions of the State of Missouri's attorney carries some weight. The Chief had provided the Board with a list of local Fire Districts who provide health insurance and what each provides. The attorney for the District further advised that it was his opinion that the Board had the authority to approve and authorize the payment of health insurance for current Board members since the issue had, at some point in the past, been discussed by previous Boards who had approved and authorized the payment of health insurance for Board members although to his recollection no one had chosen to do so. The District's attorney expressed his opinion that authorizing the same health insurance for Board members as being provided to the employees of the District is the most appropriate and best approach. After discussion and upon motion duly made and seconded the Board confirmed the action taken by prior Boards of the Fenton Fire Protection District and approved and authorized the District to offer, provide and pay for current Board members and their spouses, and immediately for Director Beth Viviano as a result of her life change events and issues, all health insurance and benefits that are offered, provided and paid by the District for employees.

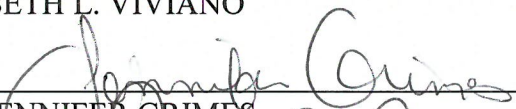
The Board, upon motion duly made and seconded, determined that it was appropriate and necessary to go into Closed Executive Session in accordance with Section 610.021 (9) of the Missouri Revised Statute (Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups). Prior to going into Closed Executive Session, the Board excused the District's Attorney from the meeting.

Following the Closed Executive Meeting, the Chairman reopened the regular board meeting and advised that no action or vote had been taken by the Board.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 8:04 p.m.



BETH L. VIVIANO



JENNIFER GRIMES



THOMAS D. ASCHEMAN

MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, February 8, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 7:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascheman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; Doug Ruse - Shop Steward; Joe Boushard - Assistant Shop Steward; and others.

Chairman Viviano called the meeting to order and welcomed those present.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, January 25, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The first item of regular business was the approval of bills. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of February 8, 2017, was presented, reported and reviewed by the Chief and upon motion duly made and seconded, was received by the Board, a copy of which is attached hereto and incorporated herein by reference.

The Board also reviewed and received the current Tax Check Receipts Register, a copy of which is attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was Operations and Capitol. Deputy Chief Romona Kaminski reported that she recently met with Jen Stuhlman, States Services Representative for the International Association of Fire Fighters, working on the components of the campaign related to the April ballot to approve a tax rate increase. Deputy Chief Kaminski detailed for the Board the anticipated number of mailers, the estimated distribution dates, the estimated contributions by the Union and anticipated contributions from the District related to the cost of mailers, yard signs, large signs and other related campaign expenses. Deputy Chief Kaminski advised the bids for the actual cost of the production of the promotional items should be in and finalized by Friday. Shop Steward Ruse further amplified the involvement of the Union and the support to be provided so that the citizens of the Fenton Fire Protection District are made fully aware of the history and dire need for the requested tax increase. The Board thanked Deputy Chief Romona Kaminski and Shop Steward Ruse and all of those participating in the planning and execution of the campaign to seek approval of the tax rate.

There being no further old business the Board proceeded with new business.

The first item of new business was the opening of the bids for the Ambulance Billing Service. Three bids were received and the Chief proceeded to open the bids. The bids are as follows: 1) ProClaims EMS Billings with a quoted 5.8% fee of all amounts collected; 2) EMS

MANAGEMENT & CONSULTANTS, INC. with a quoted 5.25 % fee of all amounts collected; and 3) PST Services, Inc. with a quoted 5% fee of all amounts collected. The Board requested that the Chief have each of the bids reviewed by the appropriate committees and report back to the Board with the recommendation.

The next item of new business was approval of the Audit Engagement Letter for the District's Auditor, Brian D. Ahrens, CPA, PC. Upon motion duly made and seconded, the Board unanimously approved the engagement of the District's Auditor, Brian D. Ahrens, CPA, PC to perform the annual audit for the District and the Board further approved and authorized the execution of the Auditor Engagement Letter, a copy of which is attached hereto and incorporated herein by reference.

The next item of new business was the consideration of the Bi-Annual Resolution for the Disclosure of Financial Interests and Potential Conflicts of Interest. The Attorney for the District had prepared the appropriate Resolution pursuant to Section 105.485.4 RSMo. A discussion was had and, upon motion duly made and seconded, the Board unanimously approved, adopted and authorized the Resolution for the Disclosure of Financial Interests and Potential Conflicts of Interest, a copy of which is attached hereto and incorporated herein by reference. The Board directed the Attorney for the District to file the Resolution with the Missouri Ethics Commission as required by law.

The next item of new business was a request to commence the process for an RFP for legal services. The Board having previously been provided with a draft of an RFP for legal services, upon motion duly made and seconded, authorized and approved moving forward for the RFP for legal services with a 30 day response time for submitting responses and bids for District's legal services.

The next item of new business was the Quarterly Shift Commander Report. Deputy Chief/Shift Commander Dan Sutton was present and provided to the Board his report which included that, in January, Crew A had four working fires in one shift, all three Shift Commanders are attempting to coordinate their approaches to training, safety and other related issues. Deputy Chief Sutton advised that the Crews have been undergoing a significant amount of training on the new equipment and all are becoming familiar with its apparatus and use. He advised that Captains are in the process of preparatory Crew evaluation and reviews and that approximately a third of SOGs have been updated and it is taking a little more time because of the use of emails as opposed to scheduling committee meetings. He advised that the Safety Committee will be meeting and is looking into ways to reduce exposure to equipment carcinogens without spending additional District funds. He advised that the Air Hawk System Filters have been ordered and that the filters came in way under budget. The Board thanked Deputy Chief/Shift Commander Dan Sutton for his report.

There being no further business, Chairman Viviano inquired whether there was a Chief's Report. The Chief reported that 1334, the new Fire Truck, is in service and District Personnel are undergoing substantial training. He indicated an appraiser from Alabama was up to appraise the old fire truck but an appraisal had not yet been received. He reported that Chairman Viviano had signed and returned the ballot language proof as required by the St. Louis County Election Commission. He advised that the number of new applicants for the District (thirty-two) had been reduced to thirteen who will be interviewed in the near future. The Chief advised that further investigation has confirmed that the property where the monument exists at Station Number 1 is, in fact, property titled to the Fenton Fire Protection District. The Chief advised that the vehicle acquired for Deputy Chief Romona Kaminski is about to be placed in

service.

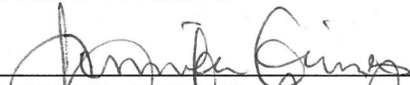
Chairman Viviano inquired whether there was a Shop Steward report. Shop Steward Ruse further amplified on the work and the contributions being made by the Union toward educating the citizens of the District about the immediate need for the tax rate increase. Deputy Chief Romona Kaminski advised that she had attended the recent Fenton Chamber of Commerce luncheon and that no one inquired about the tax rate increase. She further advised that at the next Chamber meeting in March the District will be giving a presentation on emergency planning and expects that at that meeting there will be questions concerning the tax rate increase.

The Chairman then inquired if there was any public comment. There was no public comment.

The Chairman advised that the next regular Board meeting is February 22, 2017 at 7:00 p.m.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 7:36 p.m.


BETH L. VIVIANO


JENNIFER GRIMES


THOMAS D. ASCHEMAN

MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, February 22, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 7:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascheman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; Doug Ruse - Shop Steward; Joe Boushard - Assistant Shop Steward; for a portion of the meeting, Tom Meyer and Deputy Chief Tim Buehne – Trustees of the Fenton Fire Protection District Pension; and others.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

Chairman Viviano called the meeting to order and welcomed those present. Recognizing that Lauren McDonnell of Lockton Investment Advisors, LLC was present to present the Quarterly Fenton Fire Protection District Pension Investment Review, upon motion duly made and seconded, the Board waived the regular agenda and moved to the first item of new business - the Quarterly Pension Investment Review.

Lauren McDonnell proceeded to present the Fenton Fire Protection District Pension Investment Review for the period ending December 31, 2016, copy of which is attached hereto and incorporated herein by reference. Ms. McDonnell went over the written agenda items, a copy of which is attached hereto. She advised that on January 30, 2017 there was a wire

transfer to the pension of \$732,439.68. The presentation included a review of the enhanced score card, the watch list indicating that all funds had passing scores as of December 31, 2016, and the plan performance comparison for the four quarters of 2016 and at one year, three years, and five years related to benchmarks. Lauren then reviewed the reconciliation of assets for the period January 1, 2016 to December 31, 2016, the asset allocation and plan performance. Based upon the current allocation of assets compared to the District's Approved Investment Plan Strategy, Lauren recommended that the Board transfer 4.1% of the plans assets from domestic to international equities. The Board, after a discussion and upon motion duly made and seconded, unanimously accepted the recommendations of Lauren McDonnell, Lockton Investment Advisors, LLC and approved and authorized the transfer of 4.1% of plan assets from domestics to international equities. The Board thanked Lauren McDonnell and Lockton Investments Advisors, LLC for their report and Lauren McDonnell was excused from the meeting.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, February 8, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The next item of regular business was the approval of bills as of February 22, 2017. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of February 22, 2017, including a rental property reconciliation, was presented, reported and reviewed by the Chief and, upon motion duly made and seconded,

was approved and received by the Board, copies of which are attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was operation and capital. Deputy Chief Romona Kaminski provided a status report of the progress of the tax rate increase planning and strategies. She advised that the Chief's letter has been written and sent to Jen Stuhlman for further review and input. Deputy Chief Kaminski and Shop Steward Ruse advised that the absentee ballot mailer is in the process of being developed, that 5,000 door-to-door pieces have been prepared to be placed at frequent voter locations, and that they are presently developing and looking for locations for signs. They advised that the plan is that there will be a promotional walk every Saturday in March and the first weekend in April. They advised that the preliminary estimate for the cost to the District for their contribution to the information materials is approximately \$4,000.00. Shop Steward Ruse advised that Brew Haus 141 has been reserved for the evening of election day for a watch and victory party.

There being no further old business the Board proceeded with the remainder of new business.

The next item of new business was the Statement of Accounts for the period ending January 31, 2017, together with a Summary of Funds. Upon motion duly made and seconded, the Board received the Statement of Accounts as of January 31, 2017 and the Summary of Funds, copies of which are attached hereto and incorporated herein by reference.

The next item of new business was a Quarterly Shift Commander Report by Deputy

Chief/Shift Commander Tim Buehne. Deputy Chief/Shift Commander Buehne presented his Quarterly Report dated February 22, 2017 to the Board of Directors, a copy of which is attached hereto and incorporated herein by reference. The Board complimented and thanked Deputy Chief/Shift Commander Tim Buehne for his detailed and extremely well presented report. Deputy Chief/Shift Commander Buehne made a point to thank and compliment Tom Dimercurio for his exemplary hard work on the Self-Assessment Project.

There being no further business, Chairman Viviano inquired whether there was a Chief's Report. The Chief reported that the hiring process and list has been completed and that the District has six excellent candidates. The Chief advised that due to the leadership of Deputy Chief Romona Kaminski, the process was extremely smooth. The Chief reported that U.S. Vice-President Pence had made a visit earlier in the day to Fabick and that all of the District's Chiefs pitched in and participated and were complimented by Vice President Pence's staff and security for the excellent preparation and services rendered. The Chief reported that the RFP for legal services has been posted and inquired if the Board wanted to set a special meeting or time for interviewing the attorneys responding. After a discussion, the Board decided to wait and see the number of attorneys who respond. The Chief then inquired whether the Board had made a decision about changing the start time for board meetings. Upon motion duly made and seconded, the Board unanimously approved and adopted the change of the start time of the regular monthly board meetings from 7:00 p.m. to 6:00 p.m. Director Ascherman followed up on the report of Deputy Chief/Shift Commander Dan Sutton concerning the Air Hawk System and the changing of filters and inquired as to the progress. Chief Steitz advised that it is being addressed and that progress is being made. Chief Steitz reported that Deputy Chief/Shift Commander Rob Odenwald will be making a presentation at a future board meeting.

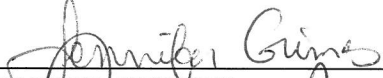
Chairman Viviano inquired whether there was a Shop Steward report. Shop Steward Ruse reported that he and Assistant Shop Steward Joe Boushard were privileged to participate in the new hiring process and concurred that it was a very smooth, well run process and that everyone agreed on the six excellent candidates. Shop Steward Ruse advised that the shop is busy with the election and he is in the process of getting everyone motivated and involved in the team effort to secure the passage of the tax rate increase.

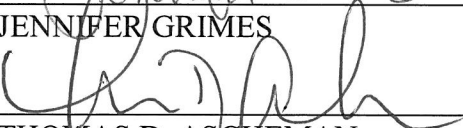
The Chairman then inquired if there was any public comment. Deputy Chief Romona Kaminski advised that Dr. Renee Trotier, a High School Principal in the Rockwood School District, was honored as the 2017 Missouri Association of Secondary School Principals "Principal of the Year". Deputy Chief Kaminski advised that Dr. Trotier has been very cooperative with the endeavors of the Fenton Fire Protection District within the District and recommended the Board consider a Proclamation by the District recognizing the achievement of Dr. Renee Trotier. After a discussion and upon motion duly made and seconded, the Board unanimously authorized and approved a Proclamation be prepared by the District recognizing and congratulating Dr. Renee Trotier on being honored as the 2017 Missouri Association of Secondary School Principals "Principal of the Year". There was a discussion about a Secret Service person coming up to take a photograph with a young child and members of the Fenton Fire Protection District present at the gathering involving Vice-President Pence at Fabick and that it is expected that the photograph will be posted. Deputy Chief Kaminski made special note that Stephanie Spaniol was the person who took charge of putting together the care package and sending it to the young girl named Rylee who is fighting cancer.

The chairman then noted that the next board meeting is scheduled for March 8, 2017 at the new start time of 6:00 p.m.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 7:55 p.m.


BETH L. VIVIANO


JENNIFER GRIMES


THOMAS D. ASCHMAN

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MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, March 8, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 6:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascheman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; Joe Boushard - Assistant Shop Steward; and others.

Chairman Viviano called the meeting to order and welcomed those present.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, February 22, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The first item of regular business was the approval of bills. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of March 8, 2017, was presented, reported and reviewed by the Chief and upon motion duly made and seconded, was received by the Board, a copy of which is attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was the update on Operations and Capital. Deputy Chief Romona Kaminski provided the Board with an update on the campaign for the approval of a tax rate increase. She provided the Board with copies of the letter from the Fire Chief, and the Fenton Fire Protection District Newsletter brochure, copies of which are attached hereto. Deputy Chief Kaminski advised that the District Newsletter brochure was delivered to the post office and residents should be receiving soon. Romona advised of the various uses of the letter from the Chief including copies of the letter being sent to local media and reviewed the status and plans of the campaign moving forward which includes additional photos taken at House 3 of District equipment. Deputy Chief Kaminski advised that today she and Captain Andy Anderson, along with the Chief, attended and participated in the Fenton Chamber of Commerce Luncheon, to be further expounded on by the Chief. The Board thanked Deputy Chief Romona Kaminski for the update and the hard work on the campaign.

There being no further old business the Board proceeded with new business.

The first item of new business concerned the STARS Database. The Chief reviewed with the Board the SSM Cardinal Glennon STARS Program for children with special needs and advised that through the work of Paul Seemeyer and Chris McCarthy, the District has been involved in the program since its beginning. The District has been asked to be one of the first to share in the new information database that allows information to be readily available to share

treatment plans and health information between districts. Since this program involves medical health information, certain legal documents and agreements have been provided by SSM to be reviewed. The District's Attorney has reviewed the documents and has expressed an opinion that has been provided to all Board members. After further discussion and upon motion duly made and seconded, the Board unanimously approved moving forward with participation in the STARS Database Program with the final documents to be presented for review at a later date.

The next item of new business was the Preliminary Non-binding Tax Rate Resolution. The Chief provided the Board a Preliminary Budget for 2018 and advised that he would shortly provide an updated District Ten (10) Year Plan. The Attorney for the District had previously provided to the Board a draft of the Preliminary Non-binding Projected Tax Rate Resolution of the Fenton Fire Protection District. There was a discussion about the timing of the information to be received from St. Louis County and the preparation of the tax rate worksheets, and other forms that need to be prepared prior to finalizing and approving the Preliminary Non-Binding Projected Tax Rate Resolution. As part of the discussion of the Preliminary 2018 Budget, the Chief advised that there are three (3) confirmed retirees for this year, two of whom have given official written notification – they are Mike Dietzler and Alan Hilker.

There being no further new business, Chairman Viviano inquired whether there was a Chief's Report. The Chief reported that there was a Fenton Chamber of Commerce Luncheon this date and that Captain Anderson and Deputy Chief Kaminsi gave a thirty minute presentation on disaster planning which was extremely well received and that the Chief spoke about and promoted Proposition E, which likewise was well received. The Chief confirmed that great public relations and support has been generated by attendance and participation at the Fenton

Chamber Luncheon meetings. The Chief reported that he recently had conversations with the people at Fabick concerning fire truck repair charges in excess of \$11,000.00 that the District has been challenging. The Chief reported that Fabick has agreed to drop any remaining charges for the repairs related to the faulty engine. The Board congratulated the Chief on his efforts and the savings to the District. The Chief reported that there were three (3) bids received for the purchase of the District's Vehicle 1309 and the bids were from Doug Evrard, Tom Ascheman, and Steve Evanoff. Doug Evrard, who was the highest bidder, has decided to rescind his bid. The next highest bid, made by Director Ascheman, has been accepted. There was a discussion concerning the fact that in the process of trying to transfer the vehicle, it was found that there was never a title issued for the vehicle. Attempts by District personnel to obtain a title failed and the matter was referred to the District's Attorney for the filing of a law suit in St. Louis County Circuit Court to obtain an order and judgment from a judge ordering the Director of Revenue to issue a title.

Chairman Viviano inquired whether there was a Shop Steward report. Assistant Shop Steward Boushard reported that off-duty District personnel and others participated in a door-to-door campaign last weekend and that there were 1000 + contacts made with at least door hangers and that today there were at least 200 small signs distributed and 10 large signs and that plans are underway for further distribution of signs and weekend door-to-door campaigns. Assistant Shop Steward Boushard further advised that the Annual District Golf Tournament has been set for May 15, 2017 at Tapawingo.

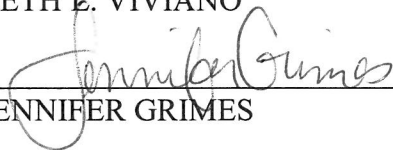
The Chairman then inquired if there was any public comment. There was no public comment.

Director Ascheman advised that he would not be able to attend the next regular meeting of the Board scheduled for March 22, 2017. A discussion ensued and the Board determined that it would be appropriate to maintain the regularly scheduled board meeting for purposes of handling business. The Board determined that a special board meeting was necessary to be scheduled for Wednesday, March 29, 2017 at 6:00 p.m. in order to be able to review and approve the Preliminary Non-Binding Projected Tax Rate Resolution as required by law. The Chairman directed the Chief to make sure the appropriate notices are posted.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 6:30 p.m.



BETH L. VIVIANO



JENNIFER GRIMES

THOMAS D. ASCHEMAN

MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, March 22, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 6:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; Joe Boushard - Assistant Shop Steward; and others. Tom Ascherman - Secretary and Director, was absent.

Chairman Viviano called the meeting to order and welcomed those present.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, March 8, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The first item of regular business was the approval of bills. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of March 22, 2017, was presented, reported and reviewed by the Chief and upon motion duly made and seconded, was received by the Board, a copy of which is attached hereto and incorporated herein by reference.

The Board also reviewed and received the current Tax Check Receipts Register, a copy of which is attached hereto and incorporated herein by reference.

The Board reviewed a report on the 1652 Smizer Mill Road Property, a copy of which is attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was Operations and Capital. Deputy Chief Romona Kaminski advised that the campaign for the tax rate increase is full steam ahead and there has been a lot of positive feedback. Deputy Chief Romona Kaminski gave an update on the various aspects of the campaign and the progress.

There being no further old business the Board proceeded with new business.

The first item of new business was the bid opening for legal services. Four (4) bids were received. They are as follows:

- | | | |
|----|-------------------------------------|--|
| 1. | Thomas Lang: | \$150.00 per hour together with an alternate bid |
| 2. | Spector, Wolfe, McLaughlin, O'Mara: | Fee - Negotiable |
| 3. | Lashly & Baer – Rhonda O'Brien: | Hourly rate \$200.00/\$350.00 (\$195.00 per hour for Board Meetings) |
| 4. | Lewis Rice – Hannah Martin: | Fee - \$3,000.00 per month retainer. Hourly rate - \$275.00 per hour |

The Board determined that issues related to bid reviews and interviews be deferred and discussed at the next board meeting.

The next item of new business was to receive the letter dated March 7, 2017 from

General Counsel for the Missouri State Auditor acknowledging the District's Audit for the year ending December 31, 2015 was received for compliance and that they have accepted the audit. A copy of the letter is attached hereto and incorporated herein by reference.

The next item of new business was a Business Associate Agreement for J.W. Terrill. The new Business Associate Agreement is requested by J.W. Terrill since they have added to their name "a Marsh & McLennan Agency, LLC Company". Upon motion duly made and seconded, the Board unanimously approved and authorized the Chairman to execute the Business Associate Agreement with J. W. Terrill as amended, copy of which is attached hereto and incorporated herein by reference.

The next item of new business was the Statement of Accounts for the period ending February 28, 2017. After review and discussion, the Board received the Statement of Accounts for the period ending February 28, 2017, a copy of which is attached hereto and incorporated herein by reference.

There being no further new business, Chairman Viviano inquired whether there was a Chief's Report. The Chief reported that Quality Benefits, which handles the District's Health Reimbursement Account, has gone out of business and closed. The Chief reported that J.W. Terrill, along with the Union, were on top of the issue and immediate steps were taken by the District to cancel any further transfers of monies to Quality Benefits. The Chief reported that J.W. Terrill has been contacted and is offering services to the District and that Kimberly Smith, the District's Office Manager, is contacting employees and moving forward to address the issues. The Chief reported that a very nice Thank You note was received from a resident of the District, copy of which is attached hereto and incorporated herein by reference. The Chief further reported that the "Current" had interviewed the Chief during the day and that the interview went

well.

Chairman Viviano inquired whether there was a Shop Steward report. Assistant Shop Steward Joe Boushard advised that over 1,000 homes had been visited over the weekends to inform about the campaign for a tax increase and that the responses have been overwhelmingly very good. He indicated there are two more weeks of continued canvassing and distributing of information concerning the tax rate increase. He also provided a copy of the flyer for this year's Fenton Firefighter Community Outreach Golf Tournament set for May 15, 2017 at Tapawingo National Golf Club, a copy of which is attached hereto and incorporated herein by reference.


The Chairman then inquired if there was any public comment. There was no public comment.

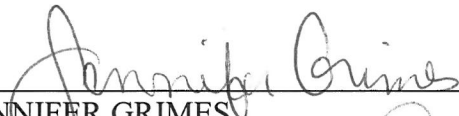
The Chairman then noted that the next board meeting will be a special board meeting scheduled for March 29, 2017 at 6:00 p.m. and that the next regular board meeting is scheduled for April 12, 2017 at 6:00 p.m.

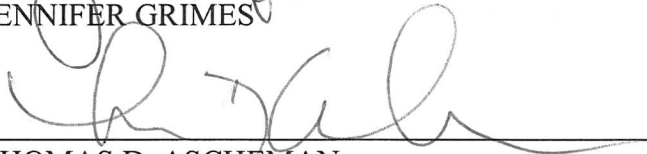
The Board, upon motion duly made and seconded, determined that it was appropriate and necessary to go into Closed Executive Session in accordance with Section 610.021 (3) of the Missouri Revised Statute (Hiring, firing, disciplining, or promotion of particular employees by a public governmental body when personal information about the employee is discussed or recorded).

Following the Closed Executive Session, Chairman Viviano announced that no action was taken during the Closed Executive Session.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 6:50 p.m.


BETH L. VIVIANO


JENNIFER GRIMES


THOMAS D. ASCHEMAN

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
FENTON FIRE PROTECTION DISTRICT

March 29, 2017

The special meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, March 29, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 6:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascherman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; and others.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.021 (1), (2), and (9), R.S.Mo., is attached hereto and incorporated herein by reference.

The Chairman welcomed everyone and proceeded with old business.

The first item of old business was review and approval of the Preliminary Non-Binding Projected Tax Rate Resolution. Upon motion duly made and seconded, the Board unanimously approved the Preliminary Non-Binding Projected Tax Rate Resolution of the Fenton Fire Protection District of St. Louis County, Missouri, a copy of which is attached hereto and incorporated herein by reference. The Board directed the Chief to file the attached Resolution with St. Louis County as required by law.

There being no further old business, the Chairman proceeded with new business.

The first item of new business was a discussion about the process for the RFP Legal Services. After a preliminary review of the bids, the Board determined there would only be two (2)

(2) interviews of the attorneys and firms who responded and that it would be the two lowest bidders. A Closed Special Meeting is scheduled for 5:00 p.m. on April 12, 2017 (preceding the next next regular board meeting) to conduct the interviews with the first interview at 5:00 and the second second interview at 5:30.

The next item of business was a consideration of the J.W. Terrill Administrative Services Agreement. Prior to proceeding with the Agreement, the Board was presented with and received a copy of a letter dated March 28, 2017 from Quality Benefits confirming that Quality Benefits had ceased business permanently. A copy of the correspondence is attached hereto and incorporated herein by reference. The Board then proceeded with consideration of the approval and execution of the J.W. Terrill Administrative Services Agreement with J.W. Terrill Benefit Administrators, Inc., A Marsh & McLennan Agency. Upon motion duly made and seconded, the Board unanimously accepted and approved the Administrative Services Agreement and authorized the execution of the Administrative Services Agreement, a copy of which is attached hereto and incorporated herein by reference.

The next item of business was the Quarterly Shift Commander Report given by Deputy Chief/Shift Commander Rob Odenwald. Deputy Chief/Shift Commander Rob Odenwald distributed to the Board the Fenton Fire Protection District Training Division 2016 Statistics Report, a copy of which is attached hereto and incorporated herein by reference. He reviewed the attachment and advised and updated the Board on the purpose and use of the information together with an explanation of the process for recording and improving training and data.

The Chairman then inquired if there was any public comment. During the public comment, comment, the Board was advised that visits had been made to two nursing homes in the District

discussing the tax rate increase proposition on the ballot. The Chief also advised the Board that through the records of the District they confirmed that the last vote on a tax rate increase was, in fact, in 1987 and it was on voter approval of an additional thirty cent tax rate.

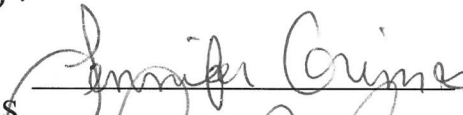
The Chairman reported that the next regular board meeting is scheduled for April 12, 2017 at 6:00 p.m., with a special Closed Executive Session board meeting scheduled for the same date at 5:00 p.m.

There being no further or additional business or matters to come before the Board in the special board meeting, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 6:24 p.m.

BETH L. VIVIANO



JENNIFER GRIMES



TOM ASCHEMAN

MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
FENTON FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, April 12, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 6:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascherman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District; and others.

Chairman Viviano called the meeting to order and welcomed those present.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.020, R.S.Mo., is attached hereto and incorporated herein by reference.

The Board then proceeded with the regular agenda.

The minutes of the regular meeting of the Board of Directors held on Wednesday, March 22, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The minutes of the special meeting of the Board of Directors held on Wednesday, March 29, 2017, previously mailed to the Board along with the agenda, were reviewed. Upon motion duly made and seconded, the minutes were unanimously approved.

The first item of regular business was the approval of bills. A list of said bills and accounts relative to the payment of each bill is attached hereto and incorporated herein by

reference. After careful consideration of each bill and expenditure and upon motion duly made and seconded, the Board unanimously approved and authorized the payment of each bill and expenditure.

The Treasurer's report as of April 12, 2017, was presented, reported and reviewed by the Chief and upon motion duly made and seconded, was received by the Board, a copy of which is attached hereto and incorporated herein by reference.

The Board then proceeded with old business.

The first item of old business was Operations and Capital. Deputy Chief Romona Kaminski reported that the voters by 61% approved the 39 cent tax increase for the general fund. The Board congratulated everyone on the successful campaign.

There being no further old business the Board proceeded with new business.

The first item of new business was a report on collateralization of the District funds. The Chief reported that all banks that currently have funds invested by the Fenton Fire Protection District for amounts over the \$250,000.00 FDIC coverage limits provided Collateralization reports. The Chief advised that review of the information provided verified District funds are fully collateralized as required by law. The Chief further advised that as of March 31, 2017 the amount of funds protected by FDIC insurance was \$1,553,650.16.

The next item of new business was a request by Private Dave Stark to extend beyond his 55th birthday to June 1, 2020 to reach his 30 years of service. A copy of the request dated March 24, 2017 is attached hereto and incorporated herein by reference. The Board accepted the attached request.

The next item of business was the Board consideration of a retirement proclamation for Michael Dietzler. Upon motion duly made and seconded, the Board unanimously adopted and approved the attached retirement proclamation and directed that the proclamation be placed in the appropriate framing for presentation at the Flag Ceremony and retirement gathering planned for Friday, May 5, 2017 at 10:00 a.m.

The next item of new business was the Board consideration of a retirement proclamation for Louis Hecht. Upon motion duly made and seconded, the Board unanimously adopted and approved the attached retirement proclamation and directed that the proclamation be placed in the appropriate framing for presentation at the Flag Ceremony and retirement gathering planned for Friday, April 28, 2017 at 10:30 a.m.

There being no further new business, Chairman Viviano inquired whether there was a Chief's Report. The Chief reported that the District had applied for International Accreditation renewal. He reported that the District Pension was up by two million dollars since the last report. The Chief read a Thank You e-mail received. The Board received a copy which is attached hereto.

Chairman Viviano inquired whether there was a Shop Steward report. There was none.

The Chairman then inquired if there was any public comment. Deputy Chief Romona Kaminski reported on a Thank You note, posted on Facebook from a mother of a severely injured 20 year old son, for the awesome care given to her son. The Board received a copy which is attached hereto.

The Board, upon motion duly made and seconded, determined that it was appropriate and necessary to go into Closed Executive Session in accordance with Section 610.021 (3) of the


Missouri Revised Statute (Hiring, firing, disciplining, or promotion of particular employees by a public governmental body when personal information about the employee is discussed or recorded)...

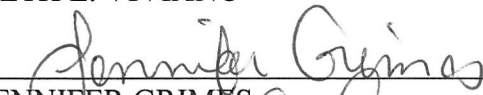
Following the Closed Executive Session, Chairman Viviano reports that during the Closed Executive Session the Board, upon motion duly made and seconded, the Board has approved the hiring of the Law Firm of Spector, Wolfe, McLaughlin & O'Mara, LLC to be the legal counsel for the Fenton Fire Protection District. The Board authorized and approved the continued services of Thomas M. Lang, current counsel for the District, up through and including the regular Board meeting scheduled for April 26, 2017 at 6:00 p.m.

The Board then proceeded with a discussion concerning a new job description for the position of Fire Marshal for the District. The Board, upon motion duly made and seconded, unanimously approved the new job description for Fire Marshal for the Fenton Fire Protection District Employee Manual Section 20.7, a copy of which is attached hereto and incorporated herein by reference.

The Board further authorized and approved the Chief commencing the publication of an RFP for the position of Fire Marshal as a result of the retirement of Deputy Chief Fire Marshal Lou Hecht. The Board further, upon motion duly made and seconded, unanimously approved the hiring of two new hires that the Chief recommended as the top two candidates on the list who have completed the entire process except for their physicals, subject to passing their physicals.

There being no further or additional business or matters to come before the Board, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 6:45 p.m.


BETH L. VIVIANO


JENNIFER GRIMES


THOMAS D. ASCHEMAN

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
FENTON FIRE PROTECTION DISTRICT

April 12, 2017

The special meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, April 12, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 5:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascheman - Secretary and Director; Tom Steitz - Fire Chief; Thomas M. Lang - Attorney for the District for a portion of the meeting;

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.021 (3), R.S.Mo., is attached hereto and incorporated herein by reference.

The Chairman noted that the special meeting was set by the Board of Directors as a special Closed Executive Session meeting during the regular Board meeting held on March 29, 2017. Upon motion duly made and seconded, the Board unanimously confirmed and agreed that it was appropriate to go into Closed Executive Session in accordance with Section 610.021 (3) of the Missouri Revised Statute in order to conduct interviews for legal counsel.

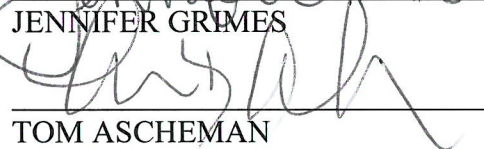
Following the Closed Executive Session, Chairman Viviano reopened the special Board meeting and advised that during the Closed Executive Session, that no action requiring a vote of the directors took place.

There being no further or additional business or matters to come before the Board in the

special board meeting, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 5:45 p.m.


BETH L. VIVIANO


JENNIFER GRIMES


TOM ASCHEMAN

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Fenton Fire Protection District
Meeting of the Board of Directors

April 26, 2017

Page 1 of 5

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, April 26, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

Chairwoman Viviano welcomed Legal Counsel, Daniel McLaughlin to his first meeting and stated that she and the Board were looking forward to working with him and his firm as the District's Legal Counsel. Mr. McLaughlin stated that they appreciated the appointment and looked forward to serving the Board and District. He further stated that he has been in communication with former District Legal Counsel Tom Lang and that a smooth transition process was underway. He indicated he had obtained a copy of the Missouri Department of Revenue file and that matter was continued to May 24, 2017 for disposition. He further stated that other than electronic files relating to policies and contracts he and Mr. Lang agreed that he would retain the District's files for the near future until such time as the District, or himself, knows what files need to be retrieved.

APPROVAL OF THE MINUTES

The minutes from the special closed session meeting and regular meeting held April 12, 2017 were presented and it was

Fenton Fire Protection District
Meeting of the Board of Directors

April 26, 2017

Page 2 of 5

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the special closed session meeting and regular meeting held April 12, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$296,661.47. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 4/12/17</u>	<u>Balance as of 4/26/17</u>
General	\$4,018,794.14	\$3,845,423.61
Ambulance	\$1,730,894.24	\$1,387,394.92
Dispatch	\$264,537.40	\$258,387.16
Pension	\$14,040.05	\$14,040.05
HRA	\$1,947.66	\$11,947.66
FSA	\$9,684.79	\$10,552.37

Chief Steitz then advised the Board that the District received its first negative tax check in the amount of (\$192,480.28). He stated that he has also received notification that for the last two (2) years Maritz's tax appeal has been approved in the amount of \$14,500,000.00. Chief Steitz stated this will have a negative impact on the District in the amount of \$290,000.00 for the combined years. He stated they also have another appeal in the process.

Chief Steitz also provided an update on the 1652 Smizer Mill Road property. The year to date balance on the account is \$15,331.37.

Fenton Fire Protection District
Meeting of the Board of Directors

April 26, 2017

Page 3 of 5

OLD BUSINESS

Chief Steitz stated the District has received certification of the election results from the St. Louis County Election Board on the April 4, 2017 tax increase ballot initiative. Votes in favor were 61.1%, votes in opposition were 38.9%.

NEW BUSINESS

Chief Steitz advised the Board that the swearing in ceremony and oath of office presentation for new firefighter Steven Clark would be held on Friday, April 29, 2017 at 6:00 p.m. The swearing in ceremony and oath of office for new firefighter Bradley Jokerst will be held on Tuesday, May 16, 2017 at 6:00 p.m.

Chief Steitz also discussed the new regulations relative to maximum increases into employees' flexible spending accounts. New regulations allow for an increase from \$2,550.00 to \$2,600.00. Chief Steitz advised accepting the new limits would increase the District's liability. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to accept the new maximum FSA limits of \$2,600.00. Motion approved and unanimously carried 3-0.

Chief Steitz then presented the Statement of Accounts. He stated the General Fund revenues and expenditures were generally the same this March compared to March 2016. He noted the truck lease continues to increase expenses. The Ambulance Fund has a slight increase in revenues this March compared to March 2016 and expenditures had decreased. Dispatch Fund revenues have increased, but due to the First Watch software expenses have increased as well. He noted that all accounts appear to remain on target (approximately 25% of the budget for the year) for the year.

CHIEF'S REPORT

Chief Steitz reported that the Cert Classes were conducted last week. They were headed up by firefighter Kyle Forbuss who did a great job. The class was attended by approximately forty (40) teachers from the Rockwood School District. Metro West Fire Protection District assisted in the class.

Fenton Fire Protection District

Meeting of the Board of Directors

April 26, 2017

Page 4 of 5

Chief Steitz also reported that Firefighters Clark and Jokerst's paperwork new employee paperwork was processed today. He noted their hiring should definitely help with overtime.

Chief Steitz updated the Board on the temporary Fire Marshal system. He advised that Leo Meyer from the Kirkwood Fire Department is fielding questions that the front office is unable to answer and St. Louis County is doing inspections.

Chief Steitz also updated on House #2 being dropped to two (2) firefighters. He stated that from December 2016 to March 2017 the District has saved \$152,000.00 in overtime. Currently, House #2 is back to full staffing.

Chief Steitz also reported on a fatality accident on Highway 270 involving a father and son. He noted these are the traumatic incidents our employees face on a regular basis. Chairwoman Viviano reminded Deputy Chief Romona Kaminski that the Mental Health First Aid is available and that she needed to get with her to discuss.

Chief Steitz next presented the Board with a copy of a "thank you" note from Linda Brandes, a Tapawingo subdivision resident, expressing her gratitude to District firefighters for their efforts in replacing her smoke detector.

SHOP STEWARD'S REPORT

Joe Boushard provided an update to the Board on the status of planning for the golf tournament to be held May 15, 2017 at Tapawingo Golf Course.

Mr. Boushard further advised the Board Captain Tom Mueller recently helped an elderly couple in the District construct a ramp at their home to assist the couple after they ran a call at the home due to the male resident falling while attempting to climb up the steps to the residence. The Board expressed their gratitude to the Shop for their continued service and goodwill on behalf of the District.

NEXT MEETING DATE

Tuesday, May 10, 2017 at 6:00 p.m.

Fenton Fire Protection District

Meeting of the Board of Directors

April 26, 2017

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There being no public comment or further business, at 6:20 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021(3) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into Closed Session for purposes of personnel pursuant to Section 610.021(3) RSMo. Motion approved and unanimously carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 6:32 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

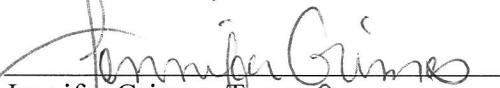
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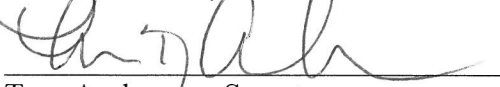
There being no further business before the Board of Directors, at 6:33 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting. Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

May 10, 2017

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, May 10, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:01 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held April 26, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the regular meeting held April 26, 2017. Motion approved and unanimously carried 3-0.

The minutes from the closed session meeting held April 26, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the closed session meeting held April 26, 2017. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

May 10, 2017

Page 2 of 5

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$162,221.15. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 4/26/17</u>	<u>Balance as of 5/10/17</u>
General	\$3,995,760.41	\$3,697,426.74
Ambulance	\$1,534,813.07	\$1,278,603.18
Dispatch	\$259,303.83	\$252,378.26
Pension	\$14,040.05	\$14,040.05
HRA	\$11,947.66	\$11,947.66
FSA	\$10,552.37	\$11,814.16

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

NEW BUSINESS

Chief Steitz updated the Board on the 2017 Flood event. He noted that Station #1 was designated a Command Post and the District had up to the minute flooding updates and water target points (which were not hit due to the water and sewer plants staying on line). Chief Steitz stated the District did experience overtime as a result of the flood and he will have a summary of overtime for the Board's review at the next meeting. At this time the area has not been declared a federal emergency/disaster area by FEMA so at this point there will not be any reimbursement

Fenton Fire Protection District

Meeting of the Board of Directors

May 10, 2017

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of overtime paid. Chairwoman Viviano commended the Chief and staff for their efforts. Chief Steitz indicated they have a meeting set with the City of Fenton on May 23, 2017 to review the efforts made and see what, if anything, can be improved upon in the future in terms of each party's joint efforts and clean up procedures.

Chief Steitz next presented the District's recommendation for a new Ambulance Billing Agency. He stated three (3) quotes were received: EMS Management & Consultants who quoted a fee of 5.25%; ProClaims EMS Billing (the current vendor) who quoted a fee of 5.8%; and PST Services, Inc. who quoted a fee of 5%. After careful consideration and review, the Administrative Staff recommends moving the ambulance billing services to EMS Management & Consultants effective January 1, 2018. The transition would begin October 2017. Kim Smith stated this has been highly vetted by the staff including meeting with other Districts who currently utilize EMS-MC. She noted the services they provide, including online patient claims portals, allowing for citizens to make payments by credit card and free lock box services, are tremendous advances compared to our current vendor. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to accept the recommendation and move the ambulance billing services to EMS Management & Consultants effective January 1, 2018. Motion approved and unanimously carried 3-0.

Chief Steitz next updated the Board on his meeting with Paul Wirth with JW Terrill. He stated the District is looking at a 22% increase in its premium with UHC. Chief Steitz noted Mr. Wirth indicated one of the reasons are the continued high claims with three (3) claims currently running over \$44,000.00 and a medical claims loss ratio running at 100%. Chief Steitz advised the Board that he and the Insurance Committee have a meeting scheduled with Mr. Wirth on May 19, 2017 to discuss in further detail and he believes Mr. Wirth intends to be at the next regular Board meeting to discuss.

Chief Steitz advised the Board that over two (2) years the proposed increase would represent a 44% increase. Shop Steward Doug Ruse said he also spoke with Mr. Wirth who indicated that given the original reduced premium when the District was with Anthem, the current increases over 3 years are tracking at approximately 8% per year. Chief Steitz noted the Insurance Committee has talked about moving to an HSA Plan. The Board discussed its various options moving forward.

Fenton Fire Protection District

Meeting of the Board of Directors

May 10, 2017

Page 4 of 5

CHIEF'S REPORT

Chief Steitz introduced the Board to the new firefighter, Steve Clark who was recently hired from Mehlville Fire Protection District. The Board welcomed Firefighter Clark who thanked the Board for the opportunity.

Chief Steitz next updated the Board on the litigation in St. Louis County relative to the petition to obtain title to the 1999 Chevrolet Truck. He indicated that Legal Counsel was able to get the Judge to execute the Judgement Declaring Ownership in the truck on April 21, 2017 which means there will not be a hearing on May 24, 2017. Chief Steitz stated the Clerk indicated the District should receive the title in seven (7) to fourteen (14) days.

Chief Steitz next presented the Board with a copy of a "thank you" note from a Karen Jones, school counselor at Kellison Elementary, thanking the District for participating in the 4th grade career fair.

SHOP STEWARD'S REPORT

Doug Ruse advised the Board that the Fenton Firefighter Community Outreach Emergency Services Scholarship will be presented Monday, May 15, 2017 at Rockwood Summit's Senior Awards Night to Bob and Sally Hupfeld's son who was the only applicant. He will be awarded a \$500 scholarship. Mr. Ruse said it was his belief that the child will be attending the University of Missouri, Columbia where he intends to pursue a career in the fire service.

Mr. Ruse next discussed the Shop's desire to extend the current collective bargaining agreement which is set to expire July 24, 2017 for three (3) months until September 24, 2017. Mr. Ruse indicated he has spoken with Legal Counsel, the Board and Chief Steitz. Legal Counsel advised he discussed the matter with Mr. Ruse and presented the Board with a copy of the proposed extension agreement extending the current contract to September 24, 2017. He noted the extension provides that all economics would be made retroactive to the original expiration date of July 24, 2017. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to agree to execute the Extension Agreement extending the parties current collective bargaining agreement to September 24, 2017. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District
Meeting of the Board of Directors

May 10, 2017

Page 5 of 5

Mr. Ruse next presented Director Ascheman with a Fenton Fire Protection District Director's Wallet Badge in commemoration for his victory in the most recent Director's election. Mr. Ruse congratulated Director Ascheman on his victory and stated the Shop looks forward to working with him over the next six (6) years. Director Ascheman thanked the Shop and indicated he looks forward to working with the Shop on behalf of the District.

NEXT MEETING DATE

Wednesday, May 24, 2017 at 6:00 p.m.

There being no public comment or further business, at 6:22 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021(3) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into Closed Session for purposes of personnel pursuant to Section 610.021(3) RSMo. Motion approved and unanimously carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 6:50 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

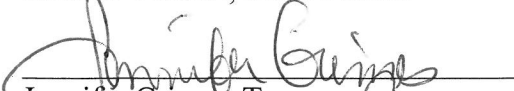
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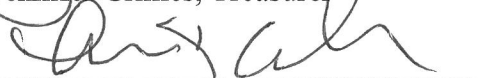
There being no further business before the Board of Directors, at 6:51 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting. Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS
MAY 24, 2017

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, May 24, 2017, at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane., Fenton, Missouri 63026.

Chairwoman Beth L Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following directors were present for Roll Call:

Beth L Viviano
Jennifer Grimes
Tom Ascheman

Also present were:

Chief Tom Steitz	District Fire Chief
Gary Wolfe	District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held May 10, 2017 were presented and it was

Moved by Director Grimes and seconded by Director Ascheman to approve the minutes of the regular meeting held May 10, 2017. The motion was approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$332,112.39. This list of bills is attached hereto and made a part hereto of the minutes to the meeting. After discussion, it was

moved by Director Grimes and seconded by Director Ascheman to approve the bills for payment and ratification. The motion was approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of accounts, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 5/x/17</u>	<u>Balance as of 5/x/17</u>
General	\$3,712,510.00	\$4,359,797.46
Ambulance	\$1,420,139.55	\$1,659,077.88
Dispatch	\$258,449.16	\$331,767.87
Pension	\$14,040.05	\$1,000.00
HRA	\$11,947.66	\$11,947.66
FSA	\$11,814.16	\$13,482.23

after discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to receive the Treasurer's Report as presented. The motion was approved and unanimously carried 3-0.

NEW BUSINESS

Chief Steitz updated the Board on the District's insurance coverage premiums for workers compensation and general liability insurance. Both increases were approximately 2.4% each. Dividends paid by the insurance companies generally covered the extent of the premiums. For workers compensation, the District had been receiving credit for its low modification, but the modification for this upcoming year was .94 so the insurance credit would be lower than usual.

After a thorough discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to approve and accept payment of the workers compensation and general liability insurance premiums as presented. The motion was approved and unanimously carried 3-0.

CHIEF'S REPORT

Chief Steitz mentioned the District financial audit but the audit has not been completed and this issue was tabled for another meeting.

Chief Steitz advised the Board that Firefighter Rich Weith notified the department of his retirement. Firefighter Weith requested no party but was handed a folded flag by the District and Chief Steitz had a proclamation for the Board to sign recognizing the services and retirement of Firefighter Weith.

Chief Steitz discussed the Statement of Accounts which was up to \$45,536. He mentioned that the District had less money because of changes to the truck leases.

Chief Steitz also advised the Board of the death of Ladue Fire Chief Dave Smallwood who recently passed away due to cancer. Chief Steitz requested and the Board of Directors and public in the room observed a minute of silence on behalf of Chief Smallwood.

Chief Steitz discussed the school bus accident which recently occurred on Interstate 44 in Crestwood, Missouri and mentioned that the Kirkwood Fire Chief and surrounding departments discussed what an excellent job the Fenton firefighters provided in assisting in this accident.

Chief Steitz discussed the recent flooding in Fenton and the fact that the overtime cost the district approximately \$38,000. Chief Steitz had discussed a possible refund with FEMA and FEMA advised it would review the situation and respond. However, the federal government had not declared the Fenton area for disaster relief and Chief Steitz was not optimistic about a refund from the federal government.

Chief Steitz discussed the District's open house which went well and experienced a good turnout.

SHOP STEWARD REPORT

Shop Steward Doug Ruse was present at the meeting but advised the Board that he had no specific report to make at this time.

NEXT BOARD MEETING DATE

Wednesday, June 7, 2017 at 6:30 p.m.

Chairwoman Viviano asked if there was any public comment or further business at 6:19 p.m. and there being no response a motion was made to suspend the regular meeting for purposes of going into a Closed Session pursuant to Section 610.021(3) RSMo. After discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to go into Closed Session for purposes of personnel pursuant to Section 610.021(3) RSMo. The motion was approved and unanimously carried 3-0, Viviano-yes; Grimes-yes; Ascherman-yes.

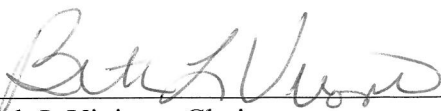
At 6:41 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors. The Directors then discussed decisions from the Closed Session had been made to hire a new Fire Marshal and an additional firefighter.

ADJOURNMENT

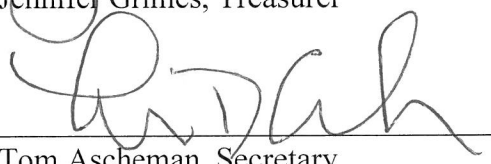
There being no further business before the Board of Directors, at 6:42 p.m., it was

Moved by Director Grimes and seconded by Director Ascherman to adjourn the meeting. The motion was approved and unanimously carried 3-0.

Respectfully submitted and attested to by:


Beth L Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
FENTON FIRE PROTECTION DISTRICT

The special meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, May 24, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 5:00 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascherman - Secretary and Director; and Tom Steitz - Fire Chief. Paul Wirth, with J.W. Terrill, also attended.

A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.021 (3), R.S.Mo., is attached hereto and incorporated herein by reference.

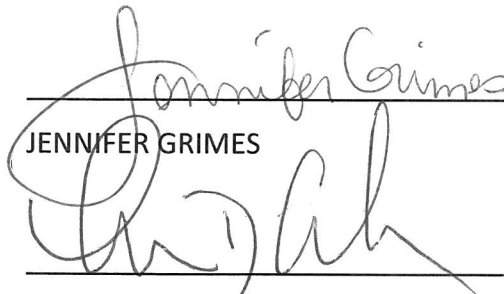
Chairman Viviano ruled that a quorum was present and called the meeting to order. The purpose of the Special Board Meeting was to meet with members of the Insurance Committee to discuss the 2017 medical insurance renewal. United Healthcare is currently proposing a 20% medical insurance renewal rate increase equaling approximately \$270,600. The insurance committee presented the Board of Directors different options discussed over the past year to attempt to cut costs and still provide a high-quality benefit package to the employees. A lengthy discussion ensued and the matter was tabled until the next Board Meeting.

Due to the renewal deadline of July 1, 2017 and the possibilities of modifications to the medical insurance coverage; the Board of Directors rescheduled the June 14, 2017 Board Meeting to be held at 6:30 on June 7, 2017.

There being no further or additional business or matters to come before the Board in the special board meeting, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 5:50 p.m.



BETH L. VIVIANO



JENNIFER GRIMES



TOM ASCHEMAN

MINUTES OF THE SPECIAL CLOSED MEETING OF
THE BOARD OF DIRECTORS OF THE
FENTON FIRE PROTECTION DISTRICT

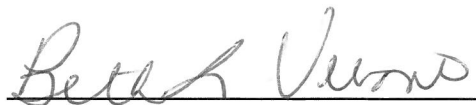
The special closed meeting of the Board of Directors of the Fenton Fire Protection District was held on Wednesday, May 31, 2017, at 845 Gregory Lane, Fenton, Missouri. The meeting convened at 2:05 p.m.

Present at the meeting were: Beth L. Viviano - Chairman and Director; Jennifer Grimes - Treasurer and Director; Tom Ascherman - Secretary and Director; and Tom Steitz - Fire Chief. Paul Wirth, with J.W. Terrill, and others attended.

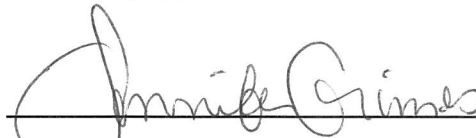
A copy of notice of open meeting as required by the "Sunshine Law," in particular Section 610.021 (3), R.S.Mo., is attached hereto and incorporated herein by reference.

Chairman Viviano ruled that a quorum was present and called the meeting to order. The purpose of the Special Closed Board Meeting was to meet with Paul Wirth, District's Insurance Broker, to further discuss the 2017 medical insurance renewal and the options presented by the members of the Insurance Committee during the meeting held on May 24, 2017. A lengthy discussion ensued and it was determined that no decisions would be made until the next Board Meeting to be held on Wednesday, June 7, 2017.

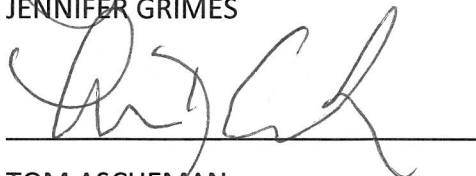
There being no further or additional business or matters to come before the Board in the Special Closed Board Meeting, upon motion duly made and seconded, the Board unanimously adjourned the meeting at 2:55p.m.



BETH L. VIVIANO



JENNIFER GRIMES



TOM ASCHEMAN

Fenton Fire Protection District

Meeting of the Board of Directors

June 7, 2017

Page 1 of 5

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, June 7, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:30 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel
Lauren McDonnell	Pension Fund Consultant
Paul Wirth	District Insurance Broker
Tom Meyer	Pension Trustee

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

PENSION CONSULTANT REPORT

Lauren McDonnell, with Lockton Investment Advisors, LLC, presented the investment review for the first quarter 2017. Fund balance as of March 31, 2017 was \$29,720,627.00. The beginning balance was \$27,927,826.00 with contributions of \$732,439.68, quarterly earnings of \$1,274,572.83 and benefits paid of (\$214,211.43). The Fund outperformed the benchmark 4.56% versus 3.75% for the first quarter 2017. Ms. McDonnell stated one (1) manager is on their watchlist – Clearbridge. She believes the managers poor performance in 2014-15 was due to their underweighted exposure to the biotech industry. The manager has since rebalanced its investment platform and the recommendation is to give them time to recoup past poor performance.

Ms. McDonnell was thanked for her time and excused from the meeting.

Fenton Fire Protection District

Meeting of the Board of Directors

June 7, 2017

Page 2 of 5

Paul Wirth, with JW Terrill was welcomed into the meeting to discuss the Insurance Committee's recommendations relative to dental and medical renewals. Mr. Wirth discussed the need to postpone the medical incentive plan for further review and continue to research the incentive plan and HSA. As for the dental and medical renewals, Mr. Wirth and the Insurance Committee's recommendation is to stay with Delta Dental who was offering a \$3.00 PEP increase and UHC with an increase in the deductible to \$1,000.00/\$2,000.00 per year with the District reimbursing each employee the \$in-network deductible difference. After discussion, it was

Moved by Director Ascheman, and seconded by Director Grimes to renew coverage with Delta Dental per the committee's recommendation. Motion approved and unanimously carried 3-0.

Moved by Director Ascheman, and seconded by Director Grimes to renew coverage with UHC, with an increased deductible to \$1,000.00/\$2,000.00 with an employee reimbursement of \$1,000.00/\$2,000.00 per the committee's recommendation. Motion approved and unanimously carried 3-0.

Copies of the renewals are attached hereto and made a part hereof these minutes.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held May 24, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held May 24, 2017. Motion approved and unanimously carried 3-0.

The minutes from the closed session meeting held May 24, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the closed session meeting held May 24, 2017. Motion approved and unanimously carried 3-0.

The minutes from the closed session meeting held May 31, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the closed session meeting held May 31, 2017. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

June 7, 2017

Page 3 of 5

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$196,967.69. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 5/24/17</u>	<u>Balance as of 6/7/17</u>
General	\$4,545,491.39	\$4,119,551.19
Ambulance	\$1,800,000.32	\$1,547,479.57
Dispatch	\$334,977.04	\$327,911.54
Pension	\$1,000.00	\$1,000.00
HRA	\$11,947.66	\$11,947.66
FSA	\$13,482.23	\$15,337.69

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

NEW BUSINESS

Chief Steitz presented the Board with the retirement Proclamation for Alan Hilker. Both the Chief and the Board noted they are saddened by Firefighter Hilker's decision to retire.

Fenton Fire Protection District

Meeting of the Board of Directors

June 7, 2017

Page 4 of 5

CHIEF'S REPORT

Chief Steitz and Kim Smith met with the Department of Labor Investigator responsible for investigating the Quality Benefit's matter. He noted that Kim Smith has emailed all of the requested information relative to the losses in the amount of \$866.00.

Chief Steitz stated that all new employees have been sworn in and the District is in the process of contacting the next person for hire.

Chief Steitz reported that nineteen (19) people have signed up for the Captain and Lieutenant's test. He noted this is a record for the District.

Chief Steitz also offered commendations to Captains Tony Watson and Jim Watkins, Firefighters Dan Williams, Joe Boushard and Collin Patrick for their recent clinical save on a heart attack victim. He noted the firefighters did a tremendous job and the victim is expected to make a full recovery.

SHOP STEWARD'S REPORT

Doug Ruse advised the Board everything had been quiet and he thanked the Board for renewing their insurance coverage.

NEXT MEETING DATE

Wednesday, June 28, 2017 at 6:00 p.m.

There being no public comment or further business, at 7:01 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021(3) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to go into Closed Session for purposes of personnel pursuant to Section 610.021(3) RSMo. Motion approved and unanimously carried 3-0, Viviano – yea, Grimes – yea, Ascherman – yea.

Fenton Fire Protection District
Meeting of the Board of Directors

June 7, 2017

Page 5 of 5

At 7:24 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.


The Board had one (1) announcement from closed session: the promotion of Romona Kaminski to Assistant Chief.

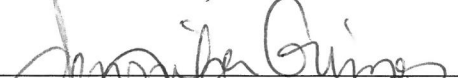
ADJOURNMENT


There being no further business before the Board of Directors, at 7:26 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS
JUNE 28, 2017

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, June 28, 2017, at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane., Fenton, Missouri 63026.

Chairwoman Beth L Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following directors were present for Roll Call:

Beth L Viviano
Jennifer Grimes
Tom Ascheman

Also present were:

Chief Tom Steitz	District Fire Chief
Gary Wolfe	District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held June 7, 2017 were presented and it was

Moved by Director Grimes and seconded by Director Ascheman to approve the minutes of the regular meeting held June 7, 2017. The motion was approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$583,810.43. This list of bills is attached hereto and made a part hereto of the minutes to the meeting. After discussion, it was

moved by Director Grimes and seconded by Director Ascheman to approve the bills for payment and ratification. The motion was approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of accounts, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 6/7/17</u>	<u>Balance as of 6/28/17</u>
General	\$4,175,113.58	\$3,822,372.09
Ambulance	\$1,687,317.73	\$1,418,153.09
Dispatch	\$331,767.87	\$143,928.26
Pension	\$1,000.00	\$1,000.00
HRA	\$11,947.66	\$11,102.58
FSA	\$15,337.69	\$15,099.41

after discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to receive the Treasurer's Report as presented. The motion was approved and unanimously carried 3-0.

OLD BUSINESS – None.

NEW BUSINESS

Actuary, Andrew Witte, presented his Actuarial Valuation Report of the Fire District's Pension Plan. The Pension Plan is currently slightly underfunded at 85%, but Mr. Witte is optimistic and encouraged based on last year's and this year's earnings. He noted the Plan Participants seem to be working longer so that age 55 is no longer the average retirement age, but now it is 56. The later retirement along with participants not always taking benefits in a lump sum helps the Plan finances overall. Witte reduced the Plan funding assumption from 7.25% to 7% for annual earnings. Overall, Mr. Witte was encouraged about the health of the Plan. After a discussion and response to questions, Mr. Witte was thanked for his time and excused from the meeting.

Accountant Brian Ahrens next presented his 2016 District audit for discussion and review. Mr. Ahrens initially stated the general audit report and audit report for internal controls were both clean and unmodified with no material errors or omissions noted. He reviewed the scope of the audit and how the 2016 numbers were calculated based on the prior year's tax income. He noted the General Fund has an \$800,000 surplus, the Ambulance Fund a \$700,000 deficit, the Dispatch Fund a \$31,000 surplus and the Pension Fund was healthy due to 2016 earnings. Mr. Ahrens noted his Management Letter had no problems noted and did discuss recommendations on certain transactions such as sales of assets or miscellaneous income and how to better account for those amounts. After his review of the audit and a thorough discussion of the findings, Mr. Ahrens was thanked for his time and excused from the meeting.

The Board next issued a Proclamation for retiring Fenton Firefighter Thomas Smith to honor his service for the Fire District.

Next, Chief Steitz updated the Board on the District's Lease/Purchase Agreement of an aerial ladder truck and stated the Lease was ready for signature and that he would deliver the Lease the next day to Clayton Holdings, LLC. The Board had previously voted to approve this Lease/Purchase Agreement.

The next item on the agenda was the Statement of Accounts. Chief Steitz discussed the Statement as compared to the prior year for the General, Ambulance, Dispatch and Pension Funds. This account was minus \$30,762 compared to last year.

CHIEF'S REPORT

Chief Steitz announced he would be out of town for the next Board meeting and that Assistant Chief Kaminski would be in his place.

Chief Steitz discussed two separate accidents involving Fire District vehicles, but noted there were no injuries associated with either accident. One damage loss was about \$3,200 and was the result of another driver's failure to yield and not the responsibility of the District. The other damage loss was unknown at this time, but that piece of equipment is under contract for sale so the District will be required to fix the damage to put the equipment back in its pre-accident condition. Insurance was notified on each incident.

Chief Steitz mentioned there were 4 structure fires since the last Board meeting for which Fenton Fire responded. The fires were located in Saline Valley, Kirkwood, High Ridge and Crestwood.

Chief Steitz discussed the recent flooding in Fenton and the fact that the overtime cost has been submitted to FEMA and SEMA for reimbursement of some portion of those expenses after the flooded areas were declared a disaster area by the government.

Chief Steitz introduced the District's new fire Marshal, Chris Thiemann who started work June 26, 2017.

Chief Steitz and Assistant Chief Kaminski appeared at the Remington Oaks Homeowner Association for a general discussion with the residents and the Board.

Chief Steitz stated the District has the ability to purchase an ambulance with 5 other departments to help reduce the cost of the vehicle and speed up the process by adding the Fenton District ambulance onto the current Mehlville Fire District bid.

After discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to move forward on the ambulance purchase with the other 5 departments. The motion was approved and unanimously carried 3-0.

Finally, Chief Steitz discussed the District's captain and lieutenant process and asked Assistant Chief Kaminski to describe how the process will work and how the process is separated into

segments with checks and balances so that multiple District Fire officers will be involved to help keep the process transparent and fair. There are 19 candidates for these positions.

SHOP STEWARD REPORT

Shop Steward Doug Rouse was present at the meeting and discussed the District golf tournament and the plan to schedule a bingo night as part of Community Outreach.

NEXT BOARD MEETING DATE

Wednesday, July 12, 2017 at 6:00 p.m.


Chairwoman Viviano asked if there was any public comment or further business at 6:39 p.m. and there being no response a motion was made to adjourn the meeting.

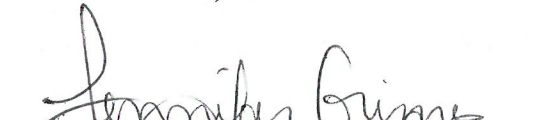
ADJOURNMENT

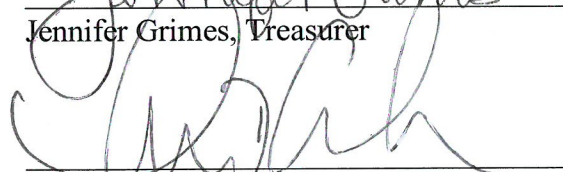
There being no further business before the Board of Directors, at 6:41 p.m., it was

Moved by Director Grimes and seconded by Director Ascheman to adjourn the meeting. The motion was approved and unanimously carried 3-0.

Respectfully submitted and attested to by:


Beth L Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

^{July}
June 12, 2017

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, July 12, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman (Attended by Phone)

Also present was:

Romona Kaminski District Assistant Chief

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held June 28, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the regular meeting held June 28, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Assistant Chief Kaminski presented the Board with the bills for review and payment, which totaled \$156,153.41. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

June 7, 2017

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TREASURER'S REPORT

Assistant Chief Kaminski presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 6/28/17</u>	<u>Balance as of 7/12/17</u>
General	\$4,050,515.32	\$3,710,853.31
Ambulance	\$1,585,923.38	\$1,320,301.59
Dispatch	\$327,171.87	\$139,049.43
Pension	\$1,000.00	\$1,000.00
HRA	\$11,102.58	\$10,053.77
FSA	\$15,099.41	\$10,101.65

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

OLD BUSINESS

Assistant Chief Kaminski presented to the Board of Directors the Management Representation Letter from the District Auditor, Brian Ahrens. The letter was signed by those present and a copy of the letter is attached hereto and made a part hereto of the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

NEW BUSINESS

Assistant Chief Kaminski informed the Board that the quarterly review of investment funds showed that all amounts over the \$250,000 FDIC coverage limits were properly collateralized. As of June 30, 2017 the amount of protected funds by FDIC insurance totaled \$1,549,650.16.

Fenton Fire Protection District
Meeting of the Board of Directors

June 7, 2017

Page 3 of 4

The next item of new business was a review of the 2017 Strategic Plan. The Strategic Plan was developed several years ago serving as an integral part of the accreditation process and requires annual updates and approval. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the 2017 Short Range/Long Range 5 Year Strategic Plan as presented. Motion approved and unanimously carried 3-0.

The board next signed an Oath of Office for the newest employee, Brandon Meyer, who will have his swearing in ceremony at 6:00PM on Friday, July 21, 2017 and will start employment with the District on July 24, 2017. He will be assigned to A Crew at Station 3 under Captain Mike Martin.

The Board of Directors agreed that it was appropriate to move the next regular Board Meeting from Wednesday, July 26, 2017 to Thursday, July 27, 2017. The date change was caused by the rescheduling of the Fenton Fire Protection District's annual golf tournament. The tournament was rescheduled due to flooding that occurred earlier this Spring. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve moving the next Board Meeting from 6:00PM on Wednesday, July 26, 2017 to Thursday, July 27, 2017. Motion approved and unanimously carried 3-0.

CHIEF'S REPORT

Chief Steitz was on vacation so no Chief Report was given.

SHOP STEWARD'S REPORT

Doug Ruse advised the Board about preparations for the upcoming golf tournament at Tapawingo Golf Course on July, 26, 2017 with 100% of the proceeds being donated to Responder Rescue. Doug Ruse also advised that work had begun on the design for this year's pink t-shirt initiative.

Fenton Fire Protection District

Meeting of the Board of Directors

June 7, 2017

Page 4 of 4

PUBLIC COMMENT

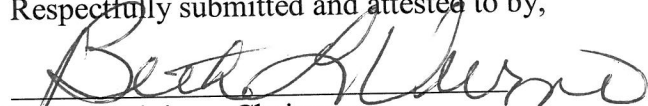
Chairwoman Viviano asked if there was any public comment or further business at 6:10PM. No public comments were made, but Director Grimes conveyed that Chief Steitz communicates to the Board of Directors the fantastic job the District employees do and expressed appreciation for everyone's hard work and efforts.

ADJOURNMENT

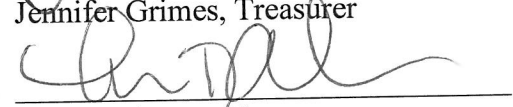
There being no further business before the Board of Directors, at 6:11 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

July 27, 2017

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Thursday, July 27, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman

Also present was:

Thomas Steitz District Fire Chief

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held July 12, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held July 12, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$360,013.12. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

July 27, 2017

Page 2 of 4

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 7/12/17</u>	<u>Balance as of 7/27/17</u>
General	\$3,742,838.11	\$3,639,161.51
Ambulance	\$1,445,800.52	\$1,350,828.02
Dispatch	\$142,994.59	\$140,193.27
Pension	\$1,000.00	\$2,183.68
HRA	\$10,053.77	\$10,053.77
FSA	\$10,101.65	\$8,609.45

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

NEW BUSINESS

Rick Rognan of Rognan & Associates attended the meeting to present his financial consulting services to the Board of Directors. A lengthy discussion ensued regarding the services his firm could provide. The Board of Directors reviewed several sample reports and conversed about the ways he could assist with tax rates, bond issues, and monthly financial reports. An original copy of the agreement is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Ascherman, and seconded by Director Grimes approved the hiring of Rognan & Associates to provide financial consultation services to the Board of Directors, Fire Chief, and Shop Stewards. Motion approved and unanimously carried 3-0.

The next item on the agenda was the Statement of Accounts. Chief Steitz discussed the Statement as compared to the prior year for the General, Ambulance, Dispatch and Pension Funds. In comparison to last year at this time the District is a positive \$57,572.

Fenton Fire Protection District

Meeting of the Board of Directors

July 27, 2017

Page 3 of 4

CHIEF'S REPORT

Chief Steitz informed the Board of Directors that Assistant Chief Kaminski and Fire Marshal Thiemann are working on some great programs. Assistant Chief Kaminski was currently on vacation, but would be providing more information at an upcoming Board Meeting.

The District was provided an acknowledgement from the State Auditor's office regarding their receipt of our 2016 Financial Audit.

Chief Steitz conveyed to the Board of Directors the 2018 Budget Process has begun.

Chief Steitz explained that 1315 moved up to back fill for the St. Louis City Fire Department personnel while they attended the funeral services for their fallen firefighter, Captain John Kemper.

Chief Steitz notified the Board of Directors regarding a large construction project at Friendship Village Nursing Home. They plan to expand their facilities to handle an additional 300 individuals. Fire Marshal Thiemann approached the subject of including a small ambulance station in the construction. Initial response was favorable.

SHOP STEWARD'S REPORT

Doug Ruse advised the Board the 22nd Annual Golf Tournament was held on Wednesday, July 26, 2017. The expected proceeds to be donated to Responder Rescue are approximately \$5,000 - \$6,000. He also stated that the check presentation should be held sometime in September.

Doug Ruse informed the Board the design for this year's pink t-shirt initiative is underway. The theme this year will again be "Paint the Town Pink." The St. Clare's Hospital Auxiliary Trivia Night, promoting the initiative, will be held on Friday, October 27, 2017.

Lastly, Doug Ruse notified the Board negotiations regarding the Collective Bargaining Agreement (CBA) had commenced and productive discussions ought to lead to the completion of a draft agreement soon. The new CBA then would need to go before the District Shop for a vote and for review by District counsel.

Fenton Fire Protection District
Meeting of the Board of Directors

July 27, 2017

Page 4 of 4

NEXT MEETING DATE

Wednesday, August 9, 2017 at 6:00 p.m.

Chairwoman Viviano asked if there was any public comment or further business at 6:35p.m. There was no public comment or further business to address.

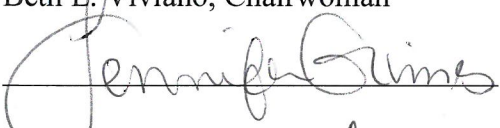
ADJOURNMENT

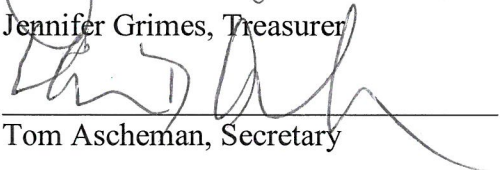
There being no further business before the Board of Directors, at 6:37p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

August 9, 2017

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, August 9, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman

Also present was:

Thomas Steitz District Fire Chief

Chairwoman Viviano ruled that a quorum was present and called the meeting to order. It was noted that the attorney, Dan McLaughlin, would not be in attendance of this meeting due to being stuck in traffic and the nature of the agenda topics.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held July 27, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the regular meeting held July 27, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$136,613.27. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

August 9, 2017

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TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 7/27/17</u>	<u>Balance as of 8/9/17</u>
General	\$3,639,161.51	\$3,338,350.83
Ambulance	\$1,350,828.02	\$1,230,681.69
Dispatch	\$140,193.27	\$138,657.23
Pension	\$2,183.68	\$2,183.68
HRA	\$10,053.77	\$9,165.11
FSA	\$8,609.45	\$4,841.62

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

NEW BUSINESS

The only item of new business was the setting of the tax rate hearing to determine the tax rates to be levied for the next budget year. It was determined to hold a Special Board Meeting on Thursday, September 21, 2017 at 6:00p.m.

Moved by Director Grimes, and seconded by Director Ascherman approved the date for the tax rate hearing to be held at 6:00p.m. on Thursday, September 21, 2017. Motion approved and unanimously carried 3-0.

CHIEF'S REPORT

Chief Steitz informed the Board of Directors regarding recent incidents including a search deployment that took place in Bunker, Missouri and a 5 alarm fire that Fenton Fire District personnel assisted with in the Rock Community Fire Protection District.

Chief Steitz updated the Board of Directors regarding the status of the Collective Bargaining Agreement (CBA). He informed that the negotiations continued to move forward and the CBA

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Meeting of the Board of Directors

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would be ready for the Board to review shortly. The Union Shop is holding a meeting on Wednesday, August 16, 2017 and a copy of what it being presented had been sent to Dan McLaughlin.

Chief Steitz informed the Board of Directors about a recent meeting held with neighboring fire districts about mutual aid boat responses.

Chief Steitz introduced Gina Anderson who spoke to the experience she and other District firefighters including; Romona Kaminski, Anna Brown, and Stephanie Spaniol had participating in Camp Fury. Camp Fury is an innovative partnership between Public Safety entities and the Girl Scouts which exposes teen girls to careers in the area of public safety. Both the St. Louis Fire Chief Association and the Fenton Fire Protection District Community Outreach made donations of \$1,000 to support this cause.

Chief Steitz advised the Board of Directors that he and Kimberly had met with Mr. Rognan earlier that day. One of the topics of discussion was moving forward with placing a bond issue on the ballot for the April 2018 election. Ballot language will be required by the Board of Elections by the end of January.

SHOP STEWARD'S REPORT

Joe Boushard informed the Board that they continue to work on the design for the pink t-shirt initiative.

NEXT MEETING DATE

Wednesday, August 23, 2017 at 6:00 p.m.

Chairwoman Viviano asked if there was any public comment or further business at 6:11p.m. There was no public comment or further business to address.

ADJOURNMENT

There being no further business before the Board of Directors, at 6:12p.m., it was

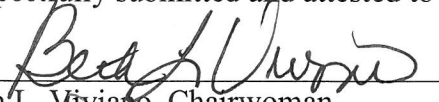
Moved by Director Grimes, and seconded by Director Ascherman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

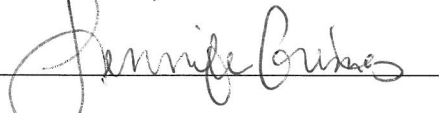
Fenton Fire Protection District
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Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District
Meeting of the Board of Directors

August 23, 2017

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, August 23, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman (via telephone)

Also present was:

Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel
Ramona Kaminski	District Assistant Fire Chief
Doug Ruse	District Shop Steward
Joe Boushard	District Assistant Shop Steward

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held August 9, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held August 9, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$326,829.99. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Fenton Fire Protection District

Meeting of the Board of Directors

August 23, 2017

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Moved by Director Grimes, and seconded by Director Ascheman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 8/09/17</u>	<u>Balance as of 8/23/17</u>
General	\$3,338,350.83	\$3,034,645.98
Ambulance	\$1,230,681.69	\$988,380.93
Dispatch	\$138,657.23	\$132,269.36
Pension	\$2,183.68	\$2,183.68
HRA	\$9,165.11	\$7,920.29
FSA	\$4,841.62	\$4,004.01

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

Chief Steitz also provided an update on the 1652 Smizer Mill Road property. The year to date balance on the account is \$20,667.37. He noted there has been a few minor repairs to the plumbing and tree branches. Chief Steitz further noted the tenants resigned a one (1) year lease.

NEW BUSINESS

ACCOUNTANT'S REPORT

Mr. Rognan presented the table of tasks and preliminary Public Hearing Notice for the setting of the 2017 tax rates. The actual hearing will be set for September 21, 2017 at 6 p.m. He stated the combined real estate is 9.24% and personal property is 3.21%. He noted the numbers continue to remain positive with a proposed \$4,554,941 increase in revenue. The proposed tax rates (with Dispatch and Pension) are \$1.3680 residential, \$1.3520 commercial and \$1.3480 personal. Pension fell to \$0.0900 and Dispatch to \$0.0450. After discussion, it was

Fenton Fire Protection District

Meeting of the Board of Directors

August 23, 2017

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Moved by Director Grimes, and seconded by Director Ascherman to approve the Preliminary Tax Rates for publication. Motion approved and unanimously carried 3-0.

Rick Rognan then presented the Financial Report and Statements as of July 31, 2017. He indicated that with timing items for the year the District used 58.30% of the budget and was (0.60%) or (\$36,721.00), under. Combined with Ambulance, the District is (\$160,363.00) under budget. Certain items such as Depreciated assets, Dues and Subscriptions, Lease expenses, Supplies – cleaning and laundry, Uniforms and Vehicle Maintenance are all over budget. Most are timing items. Vehicle Maintenance may be over budget for the year.

Expenditures were down and the District had revenue over expenditures in the amount of \$522,328.00. Mr. Rognan noted the District has a reserve of \$3,399,855.00 or 4.11 months.

The report is attached hereto and made a part hereof the minutes to this meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to accept and approve the report and financial statements of the District as of July 31, 2017. Motion approved and unanimously carried 3-0.

Mr. Rognan also discussed the current interest rates at Commerce Bank being zero. He noted with the amount of money in reserves the District should be looking at \$40,000 to \$70,000 in interest. He recommends putting the custodial bank out to bid. After discussion, Legal Counsel was directed to work with Rick Rognan to present an RFP to Chief Steitz.

Chief Steitz next reported on the FEMA reimbursement from the 2017 flooding. He stated Kimberly Smith and Assistant Chief Kaminski have been working hard and met with FEMA representatives. Everything has been sent into the portal, but not all portal options are up and available at this time. Assistant Chief Kaminski stated she believes the reimbursement will be around \$38,000.

Chief Steitz then presented his 2016 Annual Report in preparation for this year's Accreditation Peer Site review for re-accreditation. The Board was extremely impressed with the results and hard work.

Moved by Director Grimes, and seconded by Director Ascherman to accept and approve the 2016 Annual Chief's Report. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

August 23, 2017

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Chief Steitz next discussed the need for a new SCBA compressor. He noted they have completed a micro-bid grant but it hasn't been received yet. It is believed that with this grant the District could purchase the new compressor. However, if the grant is not received, Chief Steitz is requesting authority to put the compressor out to bid. He believes it would be around \$30,000. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to authorize Chief Steitz to draft an RFP for a new SCBA Compressor. Motion approved and unanimously carried 3-0.

Chief Steitz then presented the Statement of Accounts. He stated the General Fund revenues and expenditures were generally the same this July compared to July 2016. There was a decrease of (\$101,141.25). He noted the truck lease continues to increase expenses. The General Fund had a slight increase in revenue and Ambulance Fund had a slight decrease in revenues; expenditures were up for both funds. The Dispatch Fund remained consistent. He noted that all accounts appear to remain on target for the year.

Deputy Chief Dan Sutton presented the Quarterly Staff Commander Report. He noted the new employees are doing great. The SOG committee is currently engaged in a review of all SOGs, but cannot release until the promotional process is completed. The goal is to be complete by October 1, 2017, but it will likely be closer to the end of the year. The Safety Committee has been tabled. The Stations are currently engaged in Station audits.

CHIEF'S REPORT

Chief Steitz reported on two (2) fire calls: the Four Alarm in Ladue and the Three Alarm at the Medal Container Corporation in Arnold. Each were successfully completed with no injuries. He also reported on a fatality crash at Hwy 44 and Antire Road. Chief Steitz said there was one (1) fatality and three (3) trapped in the car. He stated the crews responded tremendously and will be commended for their response.

Chief Steitz also reported the new 1315 manufacturing process is currently ahead of schedule.

Chief Steitz next reported that he and Assistant Chief Kaminski met with Stifel Nicolaus and advised the service will likely be put out to bid for purposes of due diligence.

Fenton Fire Protection District

Meeting of the Board of Directors

August 23, 2017

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Chief Steitz advised the Board of a Fire Investigation at a Jiffy Lube location. Fire Marshal Thiemann stated the crew responded to a “smoke in the building” call which was ultimately traced to the use of an extension cord for a commercial coffee maker. Upon further investigation by the crew it was discovered water had been leaking into the main circuit breaker and electrical main. After it was shut down an electrician responded to repair and indicated the breaker was on the verge of explosion.

SHOP STEWARD’S REPORT

Doug Ruse advised the Board that the Shop had several events upcoming; On September 6th they intended to present their Pink Shirt initiative to the Chamber of Commerce; on September 7th they are hosting a Bingo Night at Friendship Village; September 11th the Shop will be presenting a donation from the proceeds of the Shop golf outing at the Local 2665 Union meeting at 8 p.m.; and on September 13th the Shop will BBQ at the EMS Warrior Challenge at Hidden Valley.

NEXT MEETING DATE

Wednesday, September 13, 2017 at 6:00 p.m.

There being no public comment or further business, at 6:43 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021(3) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to go into Closed Session for purposes of personnel pursuant to Section 610.021(9) RSMo. Motion approved and unanimously carried 3-0, Viviano – yea, Grimes – yea, Ascherman – yea.

At 8:19 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors. There were no Board announcements.

Fenton Fire Protection District

Meeting of the Board of Directors

August 23, 2017

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ADJOURNMENT

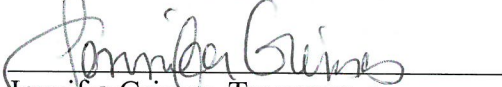
There being no further business before the Board of Directors, at 8:20 p.m., it was

Moved by Director Grimes, and seconded by Director Ascherman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

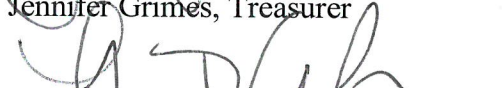
Respectfully submitted and attested to by,



Beth L. Viviano, Chairwoman



Jennifer Grimes, Treasurer



Tom Ascherman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

September 13, 2017

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, September 13, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel
Lauren McDonnell	Pension Fund Consultant
Harry James	Pension Fund Consultant
Tom Meyer	Pension Trustee

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

PENSION CONSULTANT REPORT

Lauren McDonnell, with Lockton Investment Advisors, LLC, presented the investment review for the second quarter 2017. Fund balance as of June 30, 2017 was \$29,576,60.00. The beginning balance was \$29,720,627.00 with contributions of \$1,295,673.00, quarterly earnings of \$1,027,711.00 and benefits paid of (\$2,467,651.00). The Fund outperformed the benchmark 3.46% versus 2.60% for the second quarter 2017. Ms. McDonnell stated one (1) manager continues to be on their watchlist – Clearbridge. She believes the managers poor performance in 2014-15 was due to their underweighted exposure to the biotech industry but they are currently overloaded in the tech industry which could allow for a considerable rebound.

Ms. McDonnell stated they have completed the JCPRS survey and believe there will not be any issues.

Fenton Fire Protection District
Meeting of the Board of Directors

September 13, 2017

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APPROVAL OF THE MINUTES

The minutes from the regular meeting held August 23, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held August 23, 2017. Motion approved and unanimously carried 3-0.

The minutes from the closed session meeting held August 23, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the closed session meeting held August 23, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$261,372.90. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 8/23/17</u>	<u>Balance as of 9/13/17</u>
General	\$3,209,362.32	\$2,682,638.42
Ambulance	\$1,132,319.92	\$801,563.35
Dispatch	\$133,458.87	\$127,068.37
Pension	\$2,183.68	\$2,183.68
HRA	\$7,920.29	\$6,405.46
FSA	\$4,004.01	\$4,871.78

Fenton Fire Protection District
Meeting of the Board of Directors

September 13, 2017

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After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

Chief Steitz indicated some of the expenditures for the tree trimming and plumbing have begun to come in on the rental house but expects all should be presented at the next regular meeting.

Chairwoman Viviano inquired about the balance of the Ambulance account. Kim Smith indicated some CD's with Reliance Bank are coming up and will be reinvested. She noted the account will be up by the end of the year.

NEW BUSINESS

Chief Steitz presented the Board with a Mutual Aid Agreement from Rock Township Ambulance District. He noted with the recent Board turnover there they wanted to renew the agreement. Legal Counsel advised he has reviewed the agreement and does not have any issues. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the Mutual Aid Agreement with Rock Township Ambulance District. Motion approved and unanimously carried 3-0.

Chief Steitz next presented a new signature card for execution by the Directors authorizing Chief as a primary signor on the account at Reliance Bank. The Board executed the signature card.

Chief Steitz also reviewed the preliminary budget for 2018. He noted the committee continues to work towards finalizing the same. With the 80/20 split between the general and ambulance funds and the additional \$500,000.00 going into the pension fund it is anticipated that approximately \$2,000,000.00 will go into reserves.

Deputy Chief Odenwald next presented the Board with the Quarterly Report. He commended the administrative and professional staff for helping with recent classes at Tri-County. DC Odenwald also discussed the implementation of the Blue Card system and training the crews on the command terminology. He also noted that Tri-County conducted mass casualty training scenarios and elevator evacuations at St. Clair Hospital. Finally, DC Odenwald advised that

Fenton Fire Protection District
Meeting of the Board of Directors

September 13, 2017

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Target Solutions continues to be rolled out for training and ISO. He noted he is trying to coordinate the training with Tri-County.

CHIEF'S REPORT

Chief Steitz discussed C Crew's recent in-district fire and various calls responded to. He noted the Crews have been performing admirably.

Chief Steitz also notified the Board that he authorized the purchase of six (6) additional ballistic vests for the anticipated civil unrest with the upcoming Jason Stockley verdict. He noted that if the District is called up for service they will put the oldest pumper in service.

Chief Steitz next advised the Board the District received a grant in the amount of \$1,200 from St. Louis County Water. The proceeds will be used for purchasing training gear.

Chief Steitz then updated the Board on the on-going Captain's testing. He advised it is going extremely good and more testing will take place within the next few weeks.

Chief Steitz also discussed the on-going annual physicals. He said SSM is doing a great job and the shop loves it.

Chief Steitz finally commended the ladies of the Shop for their participation in the Combat Challenge held at the Lake of the Ozarks.

SHOP STEWARD'S REPORT

Doug Ruse advised the Board the Friendship Village Bingo Night was a success. It was attended by several firefighters and Director Grimes.

Captain Ruse stated the Shop has launched the annual Pink Shirt initiative. Sales are on-line now.

Captain Ruse also advised that Firefighter/Medic Tom Meyer recently cooked at the EMS Warrior Challenge.

Fenton Fire Protection District
Meeting of the Board of Directors
September 13, 2017

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NEXT MEETING DATE

Public Hearing, Thursday, September 21, 2017 at 6:00 p.m.
Regular Meeting, Wednesday, September 27, 2017 at 6:00 p.m.

There being no public comment or further business, at 6:37 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021(9) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into Closed Session for purposes of personnel pursuant to Section 610.021(3) RSMo. Motion approved and unanimously carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 6:59 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

There being no Board announcements,


ADJOURNMENT

There being no further business before the Board of Directors, at 7:00 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting. Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District

Special Meeting of the Board of Directors

September 21, 2017

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Thursday, September 21, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman

Also present was:

Thomas Steitz	District Fire Chief
Rick Rognan	Rognan & Associates

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

NEW BUSINESS

The first item of new business was a presentation by Rick Rognan to educate the Board of Directors about the tax recoupment process and the financial impact it would have on both the District and tax payers.

Moved by Director Grimes, and seconded by Director Ascheman to postpone tax recoupment collections until the year 2019. Motion approved and unanimously carried 3-0.

The next item of new business was to hold the tax rate hearing. Mr. Rognan reviewed the tax rate resolution and the proforma worksheets from the State Auditor's Office with the Board of Directors. The Board of Directors recognized that the District needs the maximum tax levies in order to meet budgetary needs and build for the future. A request for public comments was made with no responses.

The resolution and proforma worksheets are attached hereto and made a part hereof the minutes to this meeting. After discussion, it was

Fenton Fire Protection District

Meeting of the Board of Directors

September 21, 2017

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Moved by Director Grimes, and seconded by Director Ascherman approved the Tax Rate Resolution of the Fenton Fire Protection District, St. Louis County, Missouri, September 21, 2017 setting the tax rates at the maximum rates permitted. Motion approved and unanimously carried 3-0.

ACCOUNTANT'S REPORT

Rick Rognan then presented the Financial Report and Statements as of August 31, 2017. The report is attached hereto and made a part hereof the minutes to this meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to accept and approve the report and financial statements of the District as of August 31, 2017. Motion approved and unanimously carried 3-0.

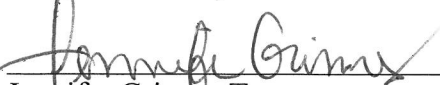
ADJOURNMENT

There being no further business before the Board of Directors, at 6:40p.m., it was

Moved by Director Grimes, and seconded by Director Ascherman to adjourn the meeting. Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer

Tom Ascherman, Secretary

Fenton Fire Protection District
Meeting of the Board of Directors

September 27, 2017

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, September 27, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel
Doug Ruse	Shop Steward
Joe Boushard	Assistant Shop Steward

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held September 13, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held September 13, 2017. Motion approved and unanimously carried 3-0.

The minutes from the closed session meeting held September 13, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the closed session meeting held September 13, 2017. Motion approved and unanimously carried 3-0.

Fenton Fire Protection District

Meeting of the Board of Directors

September 27, 2017

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APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$332,170.21. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 9/13/17</u>	<u>Balance as of 9/27/17</u>
General	\$2,714,363.29	\$2,481,271.68
Ambulance	\$1,029,132.76	\$692,473.52
Dispatch	\$132,342.36	\$124,838.96
Pension	\$2,183.68	\$2,183.68
HRA	\$6,405.46	\$3,441.19
FSA	\$4,871.78	\$4,812.03

Chief Steitz also provided an update on the 1652 Smizer Mill Road property. The year to date balance on the account is \$22,001.37.

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

OLD BUSINESS

Chief Steitz presented the collective bargaining agreement for signature. Doug Ruse advised the Board the Shop voted to ratify the agreement 40-0. He said everyone was thankful to the Board for the cooperation and dedication displayed during bargaining. After discussion, it was

Fenton Fire Protection District

Meeting of the Board of Directors

September 27, 2017

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Moved by Director Grimes, and seconded by Director Ascherman to accept and approve the collective bargaining agreement with Local 2665. Motion approved and unanimously carried 3-0.

Doug Ruse indicated he would take to the Local's business manager for signature.

NEW BUSINESS

Chief Steitz presented revised Purchasing Procedures for review. He indicated the revised procedure simply allows for the District to bypass the bid requirement when there is a single source manufacturer of the product. Legal Counsel indicated he has reviewed the revisions and they are acceptable. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the revised Purchasing & Per Diem/Reimbursement Procedures effective September 27, 2017. Motion approved and unanimously carried 3-0.

Chief Steitz next updated the Board on the status of the Banking RFP. Kim Smith noted it is completed with minor revisions to the previously approved RFP from legal. She indicated she would circulate for review and approval at the next board meeting.

Chief Steitz then presented the Board with a Mutual Aid Agreement from Webster Groves Fire Department. He noted in the spirit of cooperation he would like for the Board to execute the agreement. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the Mutual Aid Agreement with Webster Groves Fire Department. Motion approved and unanimously carried 3-0.

CHIEF'S REPORT

Chief Steitz advised the Board of an award that will be presented to Lieutenant Anderson from St. Louis County Chief's Association for her participation in Camp Fury.

Chief Steitz then advised the Board of an award Assistant Shop Steward Joe Boushard will be receiving for his community service efforts from the Sunset Hills Kiwanis Club.

Fenton Fire Protection District

Meeting of the Board of Directors

September 27, 2017

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Chief Steitz advised the Board of a two-alarm fire on Bowles Ave. He commended Captain Ruse for his life-saving decisions which ultimately allowed a St. Louis County police officer to rescue the family unharmed. Assistant Chief Kaminski said the District plans to honor the officer for his heroics.

Chief Steitz then addressed the District's receipt of notification of setting the tax rates for 2018 from the St. Louis County Assessor's Office.

Chief Steitz further advised the Board of a grant received from Walmart in the amount of \$1,500 for smoke detectors. He noted Fire Marshal Thiemann was instrumental in obtaining the grant. Chief Steitz indicated the District continues to work towards getting AED's in the Walmart and will then work on getting the same in Target.

SHOP STEWARD'S REPORT

Doug Ruse stated the Shop's annual Pink Shirt initiative is off to a successful start. He then presented a shirt to Chairwoman Viviano in recognition of her as a breast cancer survivor.

Mr. Ruse next advised the Board of two (2) upcoming events: (1) the shop will be barbequing for the ER Nurses at St. Clair Hospital on October 10, 2017 from 10:30 a.m. -1:30 p.m.; and (2) the annual trivia night is scheduled for October 27, 2017. He noted the Board is encouraged to come by each event.

NEXT MEETING DATE

Wednesday, October 11, 2017 at 6:00 p.m.

Fenton Fire Protection District
Meeting of the Board of Directors
September 27, 2017

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ADJOURNMENT

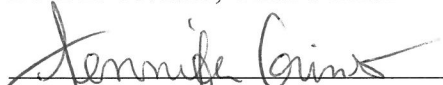
There being no further business before the Board of Directors, at 6:20 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,



Beth L. Viviano, Chairwoman



Jennifer Grimes, Treasurer

Tom Ascheman, Secretary

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 11, 2017

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, October 11, 2017, at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane., Fenton, Missouri 63026.

Chairwoman Beth L Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following directors were present for Roll Call:

Beth L Viviano
Jennifer Grimes

Tom Ascherman was out of town and not present for the meeting.

Also present were:

Chief Tom Steitz	District Fire Chief
Gary Wolfe	District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the special meeting held September 21, 2017 were presented and it was

Moved by Director Grimes and seconded by Director Viviano to approve the minutes of the special meeting held September 21, 2017. The motion was approved and unanimously carried 2-0.

The minutes from the regular meeting held September 27, 2017 were presented and it was

Moved by Director Grimes and seconded by Director Viviano to approve the minutes of the regular meeting held September 27, 2017. The motion was approved and unanimously carried 2-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$134,596.16. This list of bills is attached hereto and made a part of the minutes to the meeting. After discussion, it was

moved by Director Grimes and seconded by Director Viviano to approve the bills for payment and ratification. The motion was approved and unanimously carried 2-0.

TREASURER'S REPORT

Chief Steitz notified the Board that the \$102,000 certificate of deposit at Commerce Bank would be withdrawn and used for necessary District expenses.

Chief Steitz then presented the Board with the Treasurer's Report on balances of accounts, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 9/27/17</u>	<u>Balance as of 10/11/17</u>
General	\$2,665,828.06	\$2,388,911.93
Ambulance	\$840,449.83	\$975,038.50
Dispatch	\$127,173.37	\$13,034.18
Pension	\$2,183.68	\$2,183.68
HRA	\$3,441.19	\$3,441.19
FSA	\$4,812.03	\$4,816.46

after discussion, it was

Moved by Director Grimes and seconded by Director Viviano to receive the Treasurer's Report as presented. The motion was approved and unanimously carried 2-0.

OLD BUSINESS – The draft of the RFP for banking services has been completed and reviewed by legal counsel and the Board of Directors and is ready to be sent out for the bidding process.

After discussion, it was

moved by Director Grimes and seconded by Director Viviano to approve and accept the RFP so it can be sent for bidding. The motion was approved and unanimously carried 2-0.

NEW BUSINESS

Rick Rognan was present at the meeting and reviewed the September, 2017 Fire District Financial Statements. Mr. Rognan discussed the monthly financial statement analysis in detail including the General and Ambulance Funds combined and discussed the District's financial stability and future outlook. Mr. Rognan discussed the District's move from standard investment CD's to CDars which have a much greater level of government financial protection and will yield a higher investment return. Bookkeeper Kim Smith mentioned the District's investment policy did not allow for CDars and needed to be reviewed and possibly modified if this investment change was to be made by the Board. Mr. Rogan then mentioned the Board should review the possibility of a Bond issue for January of 2018. Mr. Rognan then asked for any questions or further discussion. There was no more discussion and Mr. Rognan was excused from the meeting.

Next, Chief Steitz updated the Board on the District's Standard of Cover for the District's re-accreditation in this area. The Standard of Cover document is large and will be emailed to the Directors for their review before the next regularly scheduled Board meeting where it will be reviewed, discussed and open for approval.

The Chief discussed the Termination of Services letter which will be sent to ProClaims to terminate the ambulance billing services as of December 31, 2017.

CHIEF'S REPORT

Chief Steitz first discussed an illegal burning call where a homeowner turned violent against a police officer and had to be restrained. He praised the firefighters for their cooperation in the matter.

Chief Steitz discussed a two-alarm fire where Fenton Fire responded. Assistant Chief Kaminski then discussed the actions of a St. Louis County police officer who alerted the family in the home who were unaware of the fire and could have been seriously injured and advised the Fenton Fire District was assisting the police for any help necessary to reward the officer for his actions.

Chief Steitz discussed that some training activities would proceed with funding provided by Friendship Village and that he hoped the relationship between Friendship Village and the Fire District would improve due to this help.

SHOP STEWARD REPORT

Assistant Shop Steward Joe Boushard was present at the meeting and discussed an upcoming trivia night and the distribution of shirts supporting treatment for cancer.

NEXT BOARD MEETING DATE

Wednesday, October 25, 2017 at 6:00 p.m.

Chairwoman Viviano asked if there was any public comment or further business at 6:30 p.m. and there being no response a motion was made to adjourn the meeting to move into Closed Session.

After discussion, it was

moved by Director Grimes and seconded by Director Viviano to move into a Closed Session for the Board of Directors. The motion was approved and unanimously carried 2-0.

ADJOURNMENT

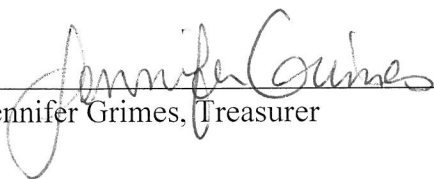
After the Board adjourned the closed meeting session and there being no further business before the Board of Directors for the regular meeting, at 7:22 p.m., it was

Moved by Director Grimes and seconded by Director Viviano to adjourn the regular Board meeting. The motion was approved and unanimously carried 2-0.

Respectfully submitted and attested to by:

A handwritten signature in cursive script, appearing to read "Beth L. Viviano", written over a horizontal line.

Beth L Viviano, Chairwoman

A handwritten signature in cursive script, appearing to read "Jennifer Grimes", written over a horizontal line.

Jennifer Grimes, Treasurer

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

OCTOBER 25, 2017

Page 1 of 5

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, October 25, 2017, at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane., Fenton, Missouri 63026.

Chairwoman Beth L Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following directors were present for Roll Call:

Beth L Viviano
Jennifer Grimes
Tom Ascheman

Also present were:

Chief Tom Steitz	District Fire Chief
Gary Wolfe	District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held October 11, 2017 were presented and it was

Moved by Director Grimes and seconded by Director Viviano to approve the minutes of the regular meeting held October 11, 2017. The motion was approved and unanimously carried 2-0. Director Ascheman was not present at the October 11, 2017 Board of Directors meeting and abstained from voting on this issue.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$367,817.54. This list of bills is attached hereto and made a part of the minutes to the meeting. After discussion, it was

moved by Director Grimes and seconded by Director Ascheman to approve the bills for payment and ratification. The motion was approved and unanimously carried 3-0.

STIFEL, NICOLAUS & COMPANY PRESENTATION

Prior to presentation of the Fire District's Treasurer's Report, Chairwoman Viviano asked Mr. Martin Ghafoori and Ms. Becky Esrock of Stifel, Nicolaus & Company to make a presentation as to the District's Bond financing options.

The Fire District entered into an agreement with Stifel to act as the underwriter for the anticipated Bond issue to be presented to District voters. Initially, Mr. Ghafoori explained to the Board that this Bond issue would involve General Obligation bonds as opposed to Annual Appropriation bonds. He discussed the Bond election process, the date ballot language had to be provided to St. Louis County and the choice of dates to hold the election along with the required majority approval of voters for any Bond measure. Both Mr. Ghafoori and Ms. Esrock explained the process for the Fire District to receive a rating for issuing the Bonds and the necessary process to involve the architect, Bond Counsel and Stifel to move the process forward. They also explained the three (3) or five (5) year "spend down" requirement for the District and the projected impact of the Bonds on the costs to homeowners in the Fire District. Mr. Ghafoori then discussed the possible involvement of Stifel to purchase or support the District's issuance of Bonds if the Bonds are not sold as anticipated. Following the Stifel presentation there were no questions from the Board or public and Mr. Ghafoori and Ms. Esrock were thanked for their time and excused from the meeting.

TREASURER'S REPORT

Before discussing the substance of the Treasurer's Report, Chief Steitz advised the Board the District sold an older piece of fire apparatus for \$330,000.00 and that FEMA reimbursed the District for overtime paid during the April and May 2017 flood in the amount of \$40,520.50.

Chief Steitz next presented the Board with the Treasurer's Report on balances of accounts, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 10/11/17</u>	<u>Balance as of 10/25/17</u>
General	\$2,407,666.46	\$2,528,989.90
Ambulance	\$980,817.39	\$734,033.37
Dispatch	\$125,014.96	\$115,177.37
Pension	\$2,183.68	\$2,183.68
HRA	\$3,441.19	\$2,001.20
FSA	\$4,816.46	\$4,628.56

after discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to receive the Treasurer's Report as presented. The motion was approved and unanimously carried 3-0.

OLD BUSINESS – First on this agenda was a discussion regarding the District's Standard of Cover for re-accreditation. The Standard of Cover document had been emailed to the Directors for their review after the last regularly scheduled Board meeting. The substance of the document was discussed and afterwards is was

Moved by Director Grimes and seconded by Director Ascherman to approve the Standard of Cover document as presented. The motion was approved and unanimously carried 3-0.

Next, Chief Steitz discussed the new ambulance billing service to take effect on January 1, 2018. The District's attorney and counsel for EMS/MC had come to an agreement and the Board previously approved this change. Chief Steitz presented the Board with a Services Agreement to be signed by Directors Viviano and Grimes and a Business Associate Agreement for HIPAA compliance which was signed by Director Viviano.

NEW BUSINESS

At the last regular Board meeting, the Board approved the District's use of CDARS for investment purposes after District accountant Rick Rognan explained the advantages for investing in this product. However, the District Investment Policy did not expressly allow the investment in CDARS so the Policy language under Suitable and Authorized Investments was revised to include investment in CDARS. After a discussion of this change, it was

Moved by Director Grimes and seconded by Director Ascherman to approve the revision to the District's Investment Policy as presented. The motion was approved and unanimously carried 3-0.

The Chief then mentioned that the District was fully collateralized per collateralization reports from all banks who invest funds for the District.

Finally, under New Business the Board discussed the need to change one or more Board meeting dates due to upcoming holidays. Currently, the Board is set to meet on Wednesday, November 22, the night before Thanksgiving. The Board decided to move this meeting date up to Monday, November 20, 2017. The Board decided to leave the other meeting date in late December, December 27, 2017, as is.

CHIEF'S REPORT

Chief Steitz first mentioned that a District fire truck had been sold and removed from District property and that a new truck would be delivered to the District in the next week or so after it was properly lettered and evaluated.

Chief Steitz also mentioned the overtime reimbursement to the District by FEMA following the 2017 floods.

Chief Steitz then advised the Board he attended a meeting with Missouri Department of Transportation (MODOT) where the Interstate 44 and 141 highway construction was discussed. The project is anticipated to take approximately four (4) years to complete and will involve MODOT replacing the two (2) Interstate 44 bridges over the Meramec River and this process will be done in two (2) sections. The project will be considerable and will begin to move forward in September of 2018.

Chief Steitz advised the Board he attended a meeting for Special Operation and Fire House Safety Initiative. The District had not previously been very active in this organization, but it has been decided the Fire District will now become more involved.

Chief Steitz then discussed a two-alarm fire where Fenton Fire responded and was assisted by a St. Louis County police officer who alerted the family in the home who were unaware of the fire. Chief Kaminski then spoke up and told the Board a plaque of appreciation was to be presented to the Police Officer in a ceremony at the Fire District.

Chief Steitz then advised the Board that the District received six (6) requests for RFPs for banking services after the District solicited those proposals.

Finally, Chief Steitz told the Board the District re-engaged with Arch Images for services as needed.

SHOP STEWARD REPORT

Captain Doug Ruse, the District Shop Steward, told the Board a trivia night at St. Clare Hospital had been scheduled for October 27, 2017 and that 32 people had signed up to participate. He also advised the Board he discussed the upcoming Bond issue with Jen Stuhlman and it was decided the firefighters should treat this matter in a low-profile manner and not be as active as they were on the recent tax increase issue. Finally, there will be a labor/management meeting on November 21, 2017.

PUBLIC COMMENT

Chairwoman Viviano called for any public comment and there was none.

NEXT BOARD MEETING DATE


Wednesday, November 8, 2017 at 6:00 p.m.

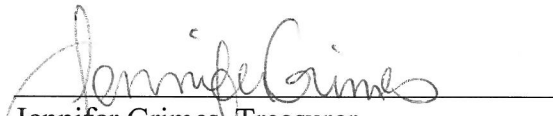
ADJOURNMENT


There being no further business before the Board of Directors for the regular meeting, at 6:51 p.m., it was

Moved by Director Grimes and seconded by Director Ascherman to adjourn the regular Board meeting. The motion was approved and unanimously carried 3-0.

Respectfully submitted and attested to by:


Beth L Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

November 8, 2017

Page 1 of 5

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, November 8, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 5:59 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel
Doug Ruse	Shop Steward
Joe Boushard	Assistant Shop Steward

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held October 25, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the regular meeting held October 25, 2017. Motion approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$489,120.52. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Fenton Fire Protection District

Meeting of the Board of Directors

November 8, 2017

Page 2 of 5

Moved by Director Grimes, and seconded by Director Ascheman to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 10/25/17</u>	<u>Balance as of 11/8/17</u>
General	\$2,723,412.67	\$2,091,730.36
Ambulance	\$894,686.36	\$641,863.75
Dispatch	\$118,308.65	\$111,800.13
Pension	\$2,183.68	\$2,183.68
HRA	\$2,001.20	\$950.74
FSA	\$4,628.56	\$4,625.17

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

OLD BUSINESS

Chief Steitz advised the Board that he and representatives of the District met with Arch Images to discuss the possible bond issue and building of a new fire station. Arch Images would like for a member of the Board to be a part of the on-going discussions. The Board nominated Chairwoman Viviano to participate in future meetings. Assistant Chief Kaminski noted she is in the process of putting together a committee with liaisons from each engine house to report back.

Chief Steitz indicated he would be meeting with Scott Haley from KP Development. The goal is to find three (3) acres on the west end of the District.

Fenton Fire Protection District
Meeting of the Board of Directors

November 8, 2017

Page 3 of 5

NEW BUSINESS

Chief Steitz presented responses to the RFP for the SCBA fill station opening. He noted one (1) bid was received from Sentinel for \$38,728.44. It was noted that \$30,000 had been budgeted. The bid will be forwarded to the committee for review and recommendation to the Board.

Chief Steitz next presented the responses to the RFP for Banking Services. He noted ten (10) bids were received from Peoples National Bank, Enterprise Bank and Trust, Meramac Valley Bank, Reliance Bank, Alliance Credit Union, St. Louis Bank, Busey Bank, Central Bank, Commerce Bank and Midwest Regional Bank. The bids will be forwarded to the committee and Rick Rognan for review and recommendation to the Board.

Chief Steitz next presented the Board with a listing of their respective Director Fees for 2017. He asked that they review and advise of any discrepancies.

Deputy Chief Tim Buehne then presented the Board with his Quarterly Report. He noted the crews have been extremely busy with calls and training and plans for next quarter. He provided the Board with an in-depth summary review of training and call responses as well as the status of the District's accreditation process. Deputy Chief Buehne reported the process is moving along and the Operations Committee had completed the self-assessment documentation and the Peer Review Team was set to engage in a site visit the week of November 27, 2017 through December 1, 2017. Chairwoman Viviano was asked to be available on November 28, 2017 at 1:30 p.m. to discuss governance issues with the Peer Review Team.

Chief Steitz then presented the Board with the 2018 Budget Worksheet. It was based upon a 80-20 allocation with twenty-four paramedics fully paid from the ambulance fund. Kim Smith discussed a 70-30 across the board allocation. It was noted this would result in about \$1,500,000 to the general fund. Chief Steitz noted the budget will be presented for discussion at the November 20, 2017 meeting.

CHIEF'S REPORT

Chief Steitz advised the Board that Fire Marshal Chris Thiemann conducted a fire drill at Friendship Village. It was apparently the first live evacuation drill undertaken at the facility and it was an extreme success with 82% participation. Fire Marshal Thiemann noted the drill is good for both groups, and it allows the firefighters to become familiar with the facility. The residents of the facility have begun to put together emergency kits with medicine, etc.

Fenton Fire Protection District

Meeting of the Board of Directors

November 8, 2017

Page 4 of 5

Fire Marshal Thiemann noted a drill is scheduled for November 9, 2017 at the Friendship Village Care Center with no real evacuation.

Chief Steitz next reported on a call at the Polo Downs Apartment complex and the remarkable efforts of the crew. He advised the crews had run multiple calls to the complex for an elderly man who is confined to a wheelchair. The man's condition and living conditions had been observed as less than good so on a recent call the crew did the man's laundry, cleaned his kitchen and the individual himself as he had soiled himself. Chief Steitz stated this is just one example of what makes him proud of the District's employees.

Chief Steitz also reported the new engine truck had been delivered and was in the process of having equipment installed. He believes it will be in service in approximately three (3) weeks.

SHOP STEWARD'S REPORT

Captain Ruse commended Fire Marshal Thiemann on his quick response to State Representative David Gregory on a property related matter. He noted regardless of his standing as an elected official this is just one example of the efficiency displayed on a regular basis by Fire Marshal Thiemann.

Captain Ruse next advised the Board the St. Clare Auxiliary Trivia Night was well represented by the District and the Auxiliary thanked the District for its participation in the event.

Captain Ruse then reminded the Board of the IAFF Local 2665 Friends of the Local Event on Friday, November 17, 2017 at the IAFF Local 2665 Hall in St. Peters, Missouri. He noted all are invited and encouraged to attend.

NEXT MEETING DATE

Monday, November 20, 2017 at 6:00 p.m.

Fenton Fire Protection District
Meeting of the Board of Directors

November 8, 2017


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ADJOURNMENT


There being no further business before the Board of Directors, at 6:47 p.m., it was

Moved by Director Grimes, and seconded by Director Ascheman to adjourn the meeting.
Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,



Beth L. Viviano, Chairwoman



Jennifer Grimes, Treasurer



Tom Ascheman, Secretary

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

November 20, 2017

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Monday, November 20, 2017, at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane., Fenton, Missouri 63026.

Chairwoman Beth L Viviano called the meeting to order at 6:00 p.m.

ROLL CALL:

The following directors were present for Roll Call:

Beth L Viviano
Jennifer Grimes
Tom Ascherman

Also present were:

Chief Tom Steitz	District Fire Chief
Doug Ruse	Shop Steward
Joe Boushard	Assistant Shop Steward

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held November 8, 2017 were presented and it was

moved by Director Grimes and seconded by Director Ascherman to approve the minutes of the regular meeting held November 8, 2017. The motion was approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$331,409.37. This list of bills is attached hereto and made a part of the minutes to the meeting. After discussion, it was

moved by Director Grimes and seconded by Director Ascherman to approve the bills for payment and ratification. The motion was approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz then presented the Board with the Treasurer's Report on balances of accounts, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA funds. Balances since last meeting are:

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

November 20, 2017

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<u>Fund</u>	<u>Balance as of 11/08/17</u>	<u>Balance as of 11/20/17</u>
General	\$2,469,909.07	\$1,954,587.93
Ambulance	\$770,352.92	\$671,313.54
Dispatch	\$114,897.37	\$110,763.46
Pension	\$2,183.68	\$2,183.68
HRA	\$950.74	\$5,778.08
FSA	\$4,625.17	\$4,969.41

after discussion, it was

moved by Director Grimes and seconded by Director Ascherman to receive the Treasurer's Report as presented. The motion was approved and unanimously carried 3-0.

OLD BUSINESS

The first item of old business was an operations and capital update. Chief Steitz discussed with the Board of Directors the meeting that was held with Archimages, Inc. and KP Development regarding the possibilities of obtaining property at Fenton Logistics Park. KP Development has requested a block drawing showing potential building positioning on the property before moving forward in negotiating a dollar amount. In addition, ArchImages, Inc. is scheduled to tour the District's four current facilities on Tuesday, November 21, 2017. Chief Steitz presented the Board of Director's an Engagement Letter from Archimages for the work described above. A copy of the executed document is attached hereto and made a part of the minutes to the meeting.

After discussion, it was

moved by Director Grimes and seconded by Director Ascherman to approve and accept the Engagement Letter from Archimages, Inc. The motion was approved and unanimously carried 3-0.

The next item of old business was an update from Chief Steitz, Rick Rognan and Kimberly Smith regarding the status of the Banking Services RFP. The discussion included details regarding the bid process review steps. Ten proposals were submitted to the District for review and four financial institutions were chosen to interview. The interviews will be held in the coming weeks with the goal of making a recommendation to the Board at the next Board Meeting.

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

November 20, 2017

Page 3 of 4

NEW BUSINESS

Rick Rognan was present at the meeting and reviewed the October 2017 Fire District Financial Statements. Mr. Rognan discussed the monthly financial statement analysis in detail with a review of all accounts, the District's financial stability and outlook as the end of the year approaches.

Next, Chief Steitz reviewed the recommendation to accept the Sentinel bid for the SCBA fill station and compressor.

After discussion, it was

moved by Director Grimes and seconded by Director Ascherman to approve and accept the bid from Sentinel from the purchase of a new SCBA fill station and compressor . The motion was approved and unanimously carried 3-0.

Chief Steitz then reviewed the 2018 Budget Worksheets with a 70/30 expense allocation. At this time, there are still a couple outstanding budget items to be finalized and an updated 2018 Budget will be submitted to the Board of Directors in December.

CHIEF'S REPORT

Chief Steitz first informed the Board regarding Lieutenant Gina Anderson's award presentation for her participation in the Camp Fury program held earlier this year.

Chief Steitz discussed 1315 is close to being put in service. The crews were training on the new fire apparatus and a few pieces of equipment still needed to be installed.

Chief Steitz reminded the Board, the Peer Assessors would be on site beginning November 27 – December 1 to perform their evaluation for re-accreditation. A welcome reception will be held on Monday, November 27th at 5:30pm at Station 1.

Chief Steitz shared that a Labor Management Meeting is scheduled for Tuesday, November 21, 2017.

Chief Steitz also discussed that four district personnel had recently completed training as Peer Fitness Instructors.

SHOP STEWARD REPORT

Shop Steward Doug Ruse was present at the meeting and discussed the upcoming *Cookies with Santa* event to be held at the Station 1 on the morning of December 9, 2017. He also added he

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

November 20, 2017

Page 4 of 4

was still waiting to hear when the Tree of Lights event was going to be scheduled with St. Clare Hospital.

Director Grimes inquired if the Fenton Fire Community Outreach had adopted any families for Christmas this year. Assistant Shop Steward Boushard replied he was in the process of making the necessary contacts and would forward notifications to the Board of Directors shortly.

NEXT BOARD MEETING DATE

Wednesday, December 13, 2017 at 6:00 p.m.

Chairwoman Viviano asked if there was any public comment or further business at 6:50 p.m. and there being no response a motion was made to adjourn the meeting to move into Closed Session.

After discussion, it was

moved by Director Grimes and seconded by Director Ascheman to move into a Closed Session for the Board of Directors. The motion was approved and unanimously carried 3-0.

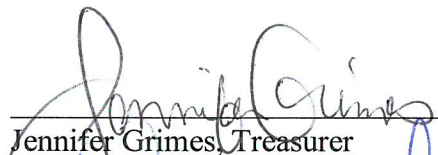
ADJOURNMENT

After the Board adjourned the closed meeting session and there being no further business before the Board of Directors for the regular meeting, at 7:21 p.m., it was

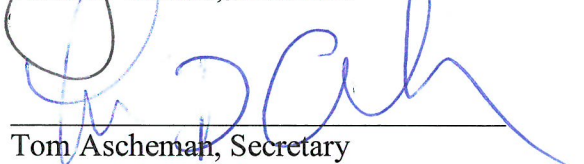
Moved by Director Grimes and seconded by Director Ascheman to adjourn the regular Board meeting. The motion was approved and unanimously carried 3-0.

Respectfully submitted and attested to by:

Beth L Viviano, Chairwoman



Jennifer Grimes, Treasurer



Tom Ascheman, Secretary

Fenton Fire Protection District

Meeting of the Board of Directors

December 13, 2017

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, December 13, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Acting Chairwoman Grimes called the meeting to order at 6:00 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Jennifer Grimes
Tom Ascherman

Also present was:

Chief Tom Steitz	District Fire Chief
Daniel McLaughlin	District Legal Counsel
Lauren McDonnell	Pension Fund Consultant

Acting Chairwoman Grimes ruled that a quorum was present and called the meeting to order.

PENSION CONSULTANT REPORT

Lauren McDonnell, with Lockton Investment Advisors, LLC, presented the investment review for the third quarter 2017. Fund balance as of September 30, 2017 was \$30,369,247.00 beginning balance was \$29,576,360.00 with quarterly earnings of \$1,059,993.00 and benefits paid of (\$267,107.00). The Fund outperformed the benchmark 3.58% versus 3.06% for the third quarter 2017, and 13.19% versus 10.36% for the year.

Ms. McDonnell was thanked for her time and excused from the meeting.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held November 20, 2017 were presented and it was

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Moved by Director Ascherman, and seconded by Director Grimes to approve the minutes of the regular meeting held November 20, 2017. Motion approved and carried 2-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$255,047.78. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Ascherman, and seconded by Director Grimes to approve the bills for payment and ratification. Motion approved and carried 2-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

Fund	Balance as of 11/20/17	Balance as of 12/13/17
General	\$1,929,035.54	\$2,331,696.12
Ambulance	\$667,831.23	\$959,976.16
Dispatch	\$111,977.13	\$136,431.33
Pension	\$2,183.68	\$51,166.61
HRA	\$5,778.08	\$4,101.56
FSA	\$4,969.41	\$2,096.90

After discussion, it was

Moved by Director Ascherman, and seconded by Director Grimes to receive the Treasurer's Report as presented. Motion approved and carried 2-0.

OLD BUSINESS

Chief Steitz updated the Board on the operations and capital project. He noted the District was waiting on Arch Images for construction numbers. Assistant Chief Kaminski indicated the walk thru of House #4 had to be rescheduled.

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Chief Steitz next advised the Board that he, Kim Smith and Rick Rognan met to discuss the responses to the banking RFP. He indicated it was narrowed to Midwest and Reliance Bank. A copy of the comparison sheet is attached hereto and made a part hereof these minutes. The Administration's recommendation is Reliance Bank. After discussion it was

Moved by Director Ascheman, and seconded by Director Grimes to accept the recommendation of the Administration and move banking institutions to Reliance Bank. Motion passed and carried 2-0.

Kim Smith indicated she would begin to move a majority of funds in February 2018 because there are still a considerable amount of checks pending.

Chief Steitz also discussed the final 2018 budget. He noted it was to be presented for final review but due to a few rescue equipment failures and the need for a new vehicle for training officers the numbers have been revised. Chief Steitz discussed the revised numbers as well as presented a comparison of the annual overtime calculations versus adding three (3) new employees. A copy of the comparison is attached hereto and made a part hereof these minutes. He noted it would consist of adding a swing person on each shift and further allowing only two (2) people off each shift. Chief Steitz indicated the cost per employee the first year would be approximately \$114,801.00 and \$120,981.00 the second year. He believes this would lower the overtime budget by \$100,000 to \$150,000 per year because the new employees would not actually start until after the year begins along with four (4) possible retirements in 2018. After discussion, it was

Moved by Director Ascheman, and seconded by Director Grimes to begin the hiring process for four (4) new employees. Motion passed and carried 2-0.

NEW BUSINESS

Chief Steitz advised the Board that Brian Ahrens was retiring and no longer performing auditing services. He indicated that he has worked with Kim Smith, Rick Rognan and legal counsel to draft an RFP for auditing services. The Board authorized the RFP.

Chief Steitz next discussed the need for a new staff vehicle. He indicated the cost would be approximately \$36,000.00. After discussion, it was

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Moved by Director Ascherman, and seconded by Director Grimes to authorize Chief Steitz to put a new staff vehicle out for bid. Motion passed and carried 2-0.

CHIEF'S REPORT

Chief Steitz discussed several structure and brush fires in Eureka and High Ridge as well as the recent luncheon at the St. Clare Auxiliary. He noted Ginny Goede was extremely appreciative. Chief Steitz also discussed the accreditation trip March 12-14, 2018.

Chief Steitz advised the Board a new hire list/job fair will take place January 17-18, 2018 at St. Clare Hospital

Chief Steitz next discussed the District's Christmas luncheon, from 11 a.m. to 2 p.m. at Maritz Corporation, December 16, 2017. He noted Santa will arrive at noon.

SHOP STEWARD'S REPORT

Doug Ruse advised the Board that the Shop donated \$1,000.00 to the St. Clare Auxiliary from the Pink Shirt sales. The Shop was disappointed in the amount and hopes to do better next year. Joe Boushard indicated the Shop is also continuing to collect money through this Saturday at all engine houses that will be used towards purchasing gifts for their adopted families. He believes they will be looking at adopting three (3) families.

Doug Ruse next discussed the Shop building a ramp at 1457 Noche Drive for a resident to help with his disabled wife. He indicated this is the fourth or fifth ramp built by the Shop.

NEXT MEETING DATE

Wednesday, December 27, 2017 at 6:00 p.m.

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ADJOURNMENT

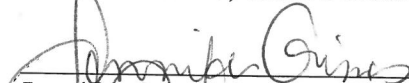
There being no further business before the Board of Directors, at 6:30 p.m., it was

Moved by Director Ascheman, and seconded by Director Grimes to adjourn the meeting.
Motion approved and unanimously carried 2-0.

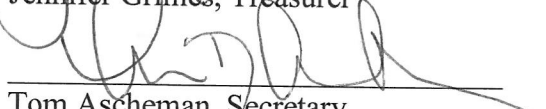
Respectfully submitted and attested to by,



Beth L. Viviano, Chairwoman



Jennifer Grimes, Treasurer



Tom Ascheman, Secretary

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, December 27, 2017, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 6:01 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascherman

Also present was:

Chief Tom Steitz	District Fire Chief
Romona Kaminski	Assistant Chief
Daniel McLaughlin	District Legal Counsel
Rick Rognan	District Accountant
Joe Boushard	Assistant Shop Steward

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held December 13, 2017 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the regular meeting held December 13, 2017. Motion approved and unanimously carried 3-0.

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APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$377,212.79. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Grimes and seconded by Director Ascherman, to approve the bills for payment and ratification. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Steitz presented the Board with the Treasurer's Report on balances of account, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA Funds. Balances since last meeting are:

<u>Fund</u>	<u>Balance as of 12/13/17</u>	<u>Balance as of 12/27/17</u>
General	\$2,328,035.11	\$4,433,938.77
Ambulance	\$962,372.28	\$1,450,437.59
Dispatch	\$134,651.69	\$253,928.13
Pension	\$51,166.61	\$307,849.21
HRA	\$4,101.56	\$2,788.25
FSA	\$2,096.90	\$1,908.49

After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

OLD BUSINESS

Chief Steitz updated the Board on the operations and capital project. He noted there was a meeting with the Steering Committee regarding the Bond and continue to work on a slogan and Proposition title. He noted the next meeting with the Steering Committee is January 14, 2018 and financials should be discussed. He also noted Arch Images has block drawings done for the logistics site. Chief Steitz further indicated House #3 should be able to be completed without demolishing the current House.

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Chief Steitz next discussed the revised 2018 budget which is inclusive of the three (3) additional hires as well as the new accreditation trip. In total, it is anticipated that \$180,000.00 will be added to reserves in 2018. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the fiscal year 2018 budget. Motion approved and unanimously carried 3-0.

NEW BUSINESS

ACCOUNTANT'S REPORT

Mr. Rognan presented the Financial Report and Statements as of November 30, 2017. He indicated that with timing items the District used 99.62% of the general fund budget, or was 8.02 % over budget year to date, or \$490,840.00; and 85.46% of the ambulance fund budget, or was (6.14%) under budget year to date, or (\$233,324.00).

Mr. Rognan indicated that for the eleven (11) month period year versus last year, the District had \$19,572.00, or 0.38% more in tax revenue and miscellaneous and bond refinancing income for a total of \$1,158,447.00 total revenues. The District had expenditures over revenues in the amount of (\$228,824.00). The District has a reserve of \$4,476,754.00 or 5.42 months.

The report is attached hereto and made a part hereof the minutes to this meeting. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascherman to accept and approve the report and financial statements of the District as of November 30, 2017. Motion approved and unanimously carried 3-0.

Chief Steitz next presented the proposed bond language. He noted it has been reviewed by Legal Counsel, Rick Rognan and Gilmore & Bell, bond counsel. Chief Steitz indicated it must be presented to St. Louis County no later than January 23, 2018. After discussion it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the proposed bond language as presented. A copy is attached hereto and made a part hereof these minutes. Motion approved and unanimously carried 3-0.

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CHIEF'S REPORT

Chief Steitz reported the District received \$9,000.00 from Friendship Village for Fire Extinguisher Training.

Chief Steitz also discussed the worker's compensation MOD rating. It increased to 1.05 so the premium will reflect the increased rating.

SHOP STEWARD'S REPORT

Joe Boushard updated the Board on the adopt-a-family initiative for Christmas. He noted two (2) families were adopted and presents were delivered Christmas Eve. Mr. Boushard said the Shop-n-Save gift cards were a huge hit and well received.

NEXT MEETING DATE

Wednesday, January 10, 2018 at 6:00 p.m.

There being no public comment or further business, at 6:24 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021(3) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into Closed Session for purposes of personnel pursuant to Section 610.021(3) RSMo. Motion approved and unanimously carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 6:59 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors

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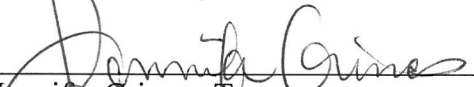
ADJOURNMENT

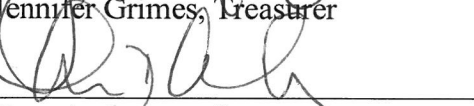
There being no further business before the Board of Directors, at 7:00 p.m., it was

Moved by Director Ascheman, and seconded by Director Grimes to adjourn the meeting.
Motion approved and unanimously carried 3-0.

Respectfully submitted and attested to by,


Beth L. Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary

