

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

October 23, 2019

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 23, 2019, at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth Viviano called the meeting to order at 4:01 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
Romona Kaminski	District Assistant 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 October 9, 2019 were presented for review. After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to approve the minutes of the regular meeting held October 9, 2019. 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 \$389,107.77. 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.

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

October 23, 2019

Page 2 of 5

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, 2019 Capital Project, Debt Services, HRA and FSA funds. Balances since last meeting are:

	<u>Balance as of 10/9/19</u>	<u>Balance as of 10/23/19</u>
General	\$8,598,326.00	\$8,230,184.08
Ambulance	\$2,887,056.05	\$2,699,659.83
Dispatch	\$419,335.22	\$413,406.33
Pension	\$7,372.49	\$7,372.49
Capital Project 2019	\$18,314,809.30	\$18,245,265.09
Debt Services	\$100.93	\$100.93
HRA	\$2,420.26	\$2,420.46
FSA	\$1,247.35	\$4,038.47

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

Chief Steitz reported on the Operations and Capital Projects Update. The Fire House #3 demolition continues with the tear-down of the house next to House 3 and a grinder will be used to grind up the trees in the area. A large cistern was found on the property of the house next to Fire House 3 which was about 30 feet deep. The cistern will be filled in with dirt and the dirt will be compacted until it is certain the cistern fill-in is stable and will not settle. This additional work will increase the bid costs a little. This work should be done by Tuesday, October 29, 2019. Bids will be mailed out Friday, October 25, 2019 after a few additional questions are resolved between Chief Steitz and legal.

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

October 23, 2019

Page 3 of 5

The update on Fire House 2 is that Fenton Logistics is moving the site of House 2 so Fenton Logistics can purchase seven-tenths of an acre next to International Paper. This moves House 2 further west which is good as it allows quicker access to the outer road. The property location is cleaner, up high and closer to Bowles Avenue. Chief Steitz does not expect any progress on this project before the end of this year and in the meantime the District is making interest on the bond.

NEW BUSINESS

Next, District accountants Rognan and Associates reported on the September 2019 financial report presented by Mr. Rick Rognan. Mr. Rognan reported on the 2019 financials as compared to the 2018 numbers which showed the District was generally under budget on most line items and in very good financial shape. Analysis of the General Fund, Ambulance Fund and Dispatch Fund revenues and expenditures were discussed in detail for 2018 and 2019 and as to expected changes in the remainder of 2019. Mr. Rognan mentioned the District's move of money to earn more interest away from Commerce Bank and the positive impact on Fund revenues as a result. As far as reserve months, there is an increase of 4.97 months from 6.48 to a new total of 11.45 reserve months. This increase in reserve months means the District will be near one-year's reserves for expenses and if it does not occur this year it will next year. As far as annual calls this year the fire rescue is up 30 calls and ambulance calls are up 50 calls which is about a 2% change from last year.

The next order of New Business involved bids for a new District ambulance and the District received four (4) bids. The first bid was from Osage Ambulance and it was for \$233,625.00 with a trade-in. The second bid was from Foster Coach Sales for \$271,074. The third bid from American Response Vehicles was for \$231,281 with a trade-in. The fourth and final bid was from Feld Fire for \$245,260. These bids will be referred to the committee, which will provide its recommendation to the Board at the next scheduled meeting.

Next, Chief Steitz and Fire Marshal Thiemann reported on a Board Resolution for three (3) new fire hydrants to be installed in a new residential subdivision named Summer Crest. There will be two (2) new additional streets and homes (about 27) in this subdivision and the District's requirements and ordinance specifications are being met.

after discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to accept the Hydrant Resolution for Summer Crest subdivision per the Fire Marshal's recommendation. The motion was approved and unanimously carried 3-0.

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

October 23, 2019

Page 4 of 5

Next, the Directors discussed meeting dates during the upcoming holiday season. The only conflict is for the first scheduled meeting date on Wednesday, January 1, 2020, which is New Year's Day. After discussion with Kim as to the need for a Director to sign checks, it was decided to skip the first Board meeting on January 1, 2020 and to have the remaining two (2) Board meetings later that month.

CHIEF'S REPORT

Chief Steitz reported the District received a "unit citation" for the water rescue in Sunset Hills last December. Firefighter Rich Webster also received a medal of valor for his actions on the scene.

Chief Steitz also reported on several fires to which the District responded. There was an "in-District" kitchen fire with no injuries. There were also two (2) fire responses in Valley Park at an apartment and a house where a furnace caught fire.

Chief Steitz reported the District did not receive a grant for a new watercraft. The District will still proceed to purchase a new watercraft similar to a "john" boat and not an inflatable boat. Captain Evrard is working on a Request for Proposal (RFP) for a new boat.

Flu shots will be offered at the next Board meeting.

The District is in the process of attempting to sell equipment 1394 and 1395. If the District cannot sell this equipment by the end of the year it will be donated to the State Fire Marshal for a needy department and the District will be protected from any future liability on the equipment.

Finally, Chief Steitz presented the Preliminary Operating Budget for year 2020 to the Board for review and discussion at a later date.

SHOP STEWARD REPORT

Joe Boushard reported the Pink Shirts were still for sale on the District website at ffco.org/store. There will be a mouse race on November 15, 2019 at Andre's Banquet Hall with proceeds to purchase coats for needy children. There will also be a trivia night sometime in the future and the firefighters will adopt and help four (4) families during the holidays. Joe Boushard then reported that if someone purchases items on Amazon at Amazon/Smile the person can designate a charity for Amazon to make a donation. Joe uses Fenton Community Outreach.

PUBLIC COMMENT

There was no public comment at this time.

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

October 23, 2019

Page 5 of 5

NEXT BOARD MEETING DATE

Wednesday, November 6, 2019 at 4:00 p.m.

ADJOURNMENT

There being no further business before the Board of Directors for the regular meeting, 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

