

Fenton Fire Protection District
Meeting of the Board of Directors

December 18, 2019

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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 18, 2019, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L. Viviano called the meeting to order at 4:01 p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman

Also present was:

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

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

APPROVAL OF THE MINUTES

The minutes from the regular and closed meeting held December 4, 2019 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular and closed meeting held December 4, 2019. 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 \$274,445.51. 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:

Simmons

<u>Fund</u>	<u>Balance as of 12/4/19</u>	<u>Balance as of 12/18/19</u>
General	\$7,670,714.47	\$9,676,521.96
Ambulance	\$2,565,570.22	\$3,241,788.50
Dispatch	\$407,988.42	\$522,167.22
Pension	\$10,726.81	\$258,490.23
Capital Project		
2019	\$18,255,957.89	\$18,148,316.70
Debt Services	\$5,849.28	\$496,308.79
HRA	\$9,374.11	\$8,439.17
FSA	\$5,657.91	\$6,073.59

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.

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OLD BUSINESS

Assistant Chief Kaminski advised the Steering Committee met to discuss the budget for Station #3 since all of the bids came in substantially more than expected and budgeted. The committee looked at design options and began to make a list of absolute must have items. They are currently looking at changing elevations, shortening the patio awning and changes to some stone work. It is believed that all of these changes could save a few hundred thousand. Chief Steitz advised the plan was to interview the three (3) contractors with the lowest bids: Lawlor, Wachter and Integra. He hopes the committee has a recommendation at the January meeting.

Fire Marshal Thiemann advised the environmental study on Station #2 discovered high levels of arsenic and due to being zoned R2, how it is remediated is different than the rest of the industrial site. It will entail multiple levels of testing and ultimately a "No Further Action" letter from the Missouri Department of Natural Resources. Legal Counsel was directed to contact Scott Haley regarding having this provision included in Exhibit C of the purchase agreement.

NEW BUSINESS

Mr. Rognan presented the Financial Report and Statements as of November 30, 2019. He indicated that with timing items the District used 88.64% of the general fund budget, or was (2.96%) under budget year to date, or (\$227,663.00); and 89.94% of the ambulance fund budget, or was (1.76%) under budget year to date, or (\$56,240.00).

Mr. Rognan indicated that for the eleven (11) month period year versus last year, the District had \$379,859.00, or 4.03% more in tax revenue, miscellaneous and bond refinancing income. The District had expenditures over revenues in the amount of (\$144,282.00). The District has a reserve of 11.81 months compared to 7.01 months last year.

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

Moved by Director Ascheman, and seconded by Director Grimes to accept and approve the report and financial statements of the District as of November 30, 2019. Motion approved and unanimously carried 3-0.

Mr. Rognan and Chief Steitz next discussed the 2020 budgets for the general, ambulance and capital project funds. In total, the general and ambulance funds are believed to bring in \$1,628,752.00 in

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reserves and it is expected that expenditures will outweigh revenue by (\$979,752.00). After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to approve the 2020 budget as presented. Motion approved and unanimously carried 3-0. A copy of the budget reports are attached hereto and made a part hereof these minutes.

Mr. Rognan next presented an engagement letter for 2020 with a fee increase of \$250.00 per month from \$1,750.00 to \$2,000.00. After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to approve the 2020 Rognan and Associates Engagement Letter in the amount of \$2,000.00 per month. Motion approved and unanimously carried 3-0. A copy of the engagement letter is attached hereto and made a part hereof these minutes.

CHIEF'S REPORT

Chief Steitz advised the Board of Directors of two (2) working fires in High Ridge and Eureka as well as several vehicle accidents with rescues one (1) of which led to a fatality.

Chief Steitz informed the Board the snow removal process with the new equipment went well.

SHOP STEWARD'S REPORT

Joe Boushard said the Lights of Love Ceremony at St. Clare Hospital on December 9, 2019 was well attended with all of the on-duty crews in attendance.

Mr. Boushard then advised the Shop adopted four (4) families with fourteen (14), not thirteen (13) children this year. He advised all of the shopping was complete and the presents are set for delivery on December 20, 23 and 24, 2020.

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NEXT MEETING DATE

Wednesday, January 15, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:55 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021 (1) and (3) RSMo. After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to go into Closed Session for purposes of real estate and personnel to Section 610.021 (1) and (3) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman - yea.


At 5:36 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

ADJOURNMENT

There being no further business before the Board of Directors, at 5:37 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

