

**Fenton Fire Protection District**

***Meeting of the Board of Directors***

**January 15, 2020**

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, January 15, 2020, 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

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 18, 2019 were presented and it was

***Moved by Director Grimes, and seconded by Director Viviano*** to approve the minutes of the regular and closed meeting held December 18, 2019. Motion approved and carried 2-0.

**Fenton Fire Protection District**

***Meeting of the Board of Directors***

**January 15, 2020**

Page 2 of 5

---

**APPROVAL OF BILLS**

Chief Steitz presented the Board with the bills for review and payment, which totaled \$656,399.98. 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 Viviano, 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:

Simmons

<u>Fund</u>	<u>Balance as of 12/18/19</u>	<u>Balance as of 1/15/20</u>
General	\$9,879,158.27	\$11,903,850.45
Ambulance	\$3,252,311.57	\$3,761,786.62
Dispatch	\$529,098.40	\$453,362.89
Pension	\$258,490.23	\$524,172.62
Capital Project		
2019	\$18,232,664.84	\$18,169,687.21
Debt Services	\$496,308.79	\$1,022,601.14
HRA	\$8,439.17	\$6,222.25
FSA	\$6,073.59	\$5,758.38

After discussion, it was

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

**Fenton Fire Protection District**

***Meeting of the Board of Directors***

**January 15, 2020**

Page 3 of 5

---

**OLD BUSINESS**

Assistant Chief Kaminski advised interviews were conducted with two (2) general contractors for House #3 – Lawlor and Wachter. The committee discussed savings options with each contractor who are to come back to the committee by January 20, 2020 with new proposals and ideas. The committee should have a recommendation at the next meeting.

Fire Marshal Thiemann advised the Board that he and the Steering Committee have been meeting with ArchImages over potential design changes to House #2 given the recent high bids on House #3.

Fire Marshal Thiemann next advised the Board of an upcoming meeting with St. Louis LED. They are offering cost savings programs through Ameren for public entities that convert current lighting to LED lighting. He noted the District will be looking at exterior lighting, parking lot and tower lighting changes.

**NEW BUSINESS**

Mr. Rognan presented the Financial Report and Statements as of December 31, 2019. He indicated that with timing items the District used 95.07% of the general fund budget, or was (4.93% ) under budget year to date, or (\$379,028.00); and 96.47% of the ambulance fund budget, or was (3.53%) under budget year to date, or (\$112,701.00).

Mr. Rognan indicated that for the twelve (12) month period year versus last year, the District had \$361,485.00, or 2.46% more in tax revenue and miscellaneous and bond refinancing income. The District had expenditures over revenues in the amount of (\$148,568.00). The District has a reserve of 12.27 months compared to 6.89 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 Grimes, and seconded by Director Viviano* to accept and approve the report and financial statements of the District as of December 31, 2019. Motion approved and carried 2-0.

Battalion Chief Jim Watkins next presented the quarterly Battalion Chief's report for C crew. He noted that of the District's calls C Crew ran 1,695 calls and was responsible for only \$37,345.00

**Fenton Fire Protection District**

***Meeting of the Board of Directors***

**January 15, 2020**

Page 4 of 5

---

of the \$726,000.00 total loss to property in the District for 2019. BC Watkins advised that except for a few changes that will benefit the District C Crew should remain virtually the same for 2020. He further advised the Apparatus Committee is continuing to visit manufacturer's plants to better gauge state of the art apparatus and technology, such as "clean cab", to better assist the committee when the time comes to make a purchase.

Captain Curtis Aytes next presented the Fleet Maintenance Report with an inventory list of all apparatus and mileage. He noted the sale of the recent apparatus was beneficial to the District in terms of maintenance savings. He also noted Ambulance #1327 will be replaced this Spring and will be replaced by a Ford making all the ambulances in the fleet identical which ultimately helps with the repair process.

Fire Marshal Thiemann presented a Hydrant Resolution for the new Jubilee Church off Watson Road in Sunset Hills. After discussion and reading into the record two (2) times, it was

*Moved by Director Grimes, and seconded by Director Viviano* to approve the Jubilee Church Hydrant Resolution. Resolution passed and carried 2-0.

Chief Steitz next presented the Board with their MEC Financial Disclosure Statements for 2020 for signature.

Chief Steitz presented the Quarterly Collateralization Report. He noted the deposited funds are 100% collateralized in the amount of \$503,674.88 as of December 31, 2019.

**CHIEF'S REPORT**

Chief Steitz presented the Board with a revised Purchase Agreement for Fenton Logistics Park with all the required MoDNR remediation language for signature. Legal Counsel advised there was no need for a motion as it was approved at the last meeting subject to changes and Legal Counsel's approval. He advised it was good to execute.

Chief Steitz updated the Board on the City of Fenton Planning and Zoning, and Alderperson, meetings last week. He indicated the District had two (2) successful votes with the next meetings being set for January 23, 2020 and March 3, 2020.

Chief Steitz advised the Apparatus Committee visited the Rosenbauer plant to view the new truck.

**Fenton Fire Protection District**

***Meeting of the Board of Directors***

**January 15, 2020**

Page 5 of 5

---

Chief Steitz advised the Board that a Blood drive, sponsored by the St. Louis Blues, will take place tomorrow, January 16, 2020, from noon to 7 pm at Station #1.

**SHOP STEWARD'S REPORT**

Joe Boushard advised the Community Outreach Trivia Night will be held on March 13, 2020, beginning at 6 p.m. and will be held at Andre's West.

**NEXT MEETING DATE**

Wednesday, January 29, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:51 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 Viviano* 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.

At 5:24 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 5:25 p.m., it was

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

Respectfully submitted and attested to by,

\_\_\_\_\_  
Beth L. Viviano, Chairwoman

  
\_\_\_\_\_  
Jennifer Grimes, Treasurer

  
\_\_\_\_\_  
Tom Ascheman, Secretary