

**Fenton Fire Protection District**  
***Meeting of the Board of Directors***

**June 3, 2020**

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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, June 3, 2020, via video conferencing originating 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
Chris Thiemann	District Fire Marshal
Chris McCarthy	Deputy Chief of EMS
Keith Slusser	Fund Auditor
Greg Lottes	Fund Insurance Broker
Andy Witte	Fund Actuary
Kimberly Smith	Office Manager

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 May 20, 2020 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 May 20, 2020. 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 \$1,614,481.60. 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, Capital Projects 2019, Debt Service, HRA, FSA and COVID-19 Funds. Balances since last meeting are:

Simmons

<u>Fund</u>	<u>Balance as of 5/20/20</u>	<u>Balance as of 6/3/20</u>
General	\$15,529,915.30	\$14,025,240.79
Ambulance	\$4,377,917.07	\$4,715,187.70
Dispatch	\$611,648.81	\$695,868.09
Pension	\$23,983.24	\$202,642.03
Capital Project		
2019	\$17,956,325.57	\$16,243,331.41
Debt Services	\$980,077.72	\$1,332,459.16
HRA	\$5,115.56	\$4,339.26
FSA	\$15,749.00	\$16,486.88
Covid-19	\$19,109.41	\$19,129.57

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**

Fire Marshal Chris Thiemann advised the Board that the closing for Station #2 took place and additional contingencies are being worked on by USCP. Legal Counsel advised he has written assurances that USCP will adequately perform those obligations. Fire Marshal Thiemann further advised the Board that the footings for Station #3 were to be poured tomorrow weather permitting.

**NEW BUSINESS**

Greg Lottes, with Lakenan Insurance, presented the renewal for all lines of coverage. The total premium amount for all lines of coverage is \$487,942.00 with a standard commission rate of 6%. Mr. Lottes believes there could be an additional one percent (1%) discount for a lump sum payment. After discussion, it was

*Moved by Director Grimes, and seconded by Director Ascherman* to approve all renewals as described in the attached report. Motion passed and unanimously carried 3-0. A copy of the renewal report is attached hereto and made a part hereof these minutes.

Keith Slusser, with Fick, Eggemeyer & Williamson, next presented the audited financial statement for 2019. He noted the opinion was an unqualified opinion with a current balance of \$43,712,839.00 representing a change of funding position of \$25,333,850.00 due to the selling of the bonds. Mr. Slusser noted there were no deficiencies to report on internal controls. After discussion, it was

*Moved by Director Grimes, and seconded by Director Ascherman* to accept the Audited Financial Statement for 2019. Motion passed and unanimously carried 3-0. A copy of the renewal report is attached hereto and made a part hereof these minutes.

Mr. Slusser is to file the report with the State Auditor's Office.

Andy Witte, with Aon, next presented the Actuarial Valuation Report and ASOP 51 Report. He discussed the actuarial and market values of the Fund. Mr. Witte advised the market value of the Fund is \$34.7 million with \$40.6 million in liabilities for a total funding ratio of 85.4%. However, the actuarial value of the Fund is \$32.7 million with \$40.7 million in liabilities for a total funding ration of 80.4%. He noted this was due to changing the actuarial assumed rate of

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return from 7% to 6.5%. He noted the rate of return for 2020 was 23.80%. Finally, Mr. Witte advised the actuarial determined contribution for 2020 is \$1.7 million. After discussion, it was

***Moved by Director Grimes, and seconded by Director Ascheman*** to accept the Actuarial Valuation Report and ASOP 51 Report. Motion passed and unanimously carried 3-0. A copy of the reports are attached hereto and made a part hereof these minutes.

The Board and Mr. Witte then discussed lump sum distributions and the overall impact to the Fund and current funding status compared to those receiving annuity payments.

Mr. McLaughlin next presented the updated Investment Policy Statement for approval. He indicated he worked closely with Aaron Schlipman to adequately revise the IPS and recommends adopting the same. After discussion, it was

***Moved by Director Grimes, and seconded by Director Ascheman*** to adopt the updated Investment Policy Statement per legal counsel's recommendation. Motion passed and unanimously carried 3-0. A copy of the updated Investment Policy Statement attached hereto and made a part hereof these minutes.

## **CHIEF'S REPORT**

Chief Steitz advised the City of Fenton gave final approvals for Station #2.

Chief Steitz also reported on the Covid-19 antibody testing. Deputy Chief of EMS advised the testing is available through St. Louis County Public Health Department and it is available to the crews, Board and Administration. In all, DC McCarthy advised three (3) employees tested positive for the Covid-19 antibodies; one (1) employee tested positive for Covid-19, two (2) others had symptoms put they never tested positive for Covid-19.

Chief Steitz next advised of one (1) house fire in High Ridge with a fatality. He further reported on the civil unrest throughout the St. Louis Metropolitan area. Chief Steitz advised 1314 and 1302 were assigned to the North County Task Force and all were protected with ballistic vests and helmets.

Chief Steitz reported the Friday night neighborhood parades are continuing to take place and will continue until the entire District is covered.

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Chief Steitz advised the Shop recently voted to remove the classification of Battalion Chief from the bargaining unit. He noted he will get with Legal Counsel to redraft the unit description then work with the Local to file the amended certification.

Assistant Chief Kaminski further reported on the civil unrest in the St. Louis area.

**SHOP STEWARD'S REPORT**

Joe Boushard advised the Board that Tony Schrempf recently lost his diabetic support dog and the Shop is looking into what they can do to help with replacing his support dog.

**NEXT MEETING DATE**

Wednesday, June 17, 2020 at 4:00 p.m.

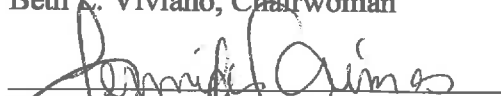
**ADJOURNMENT**

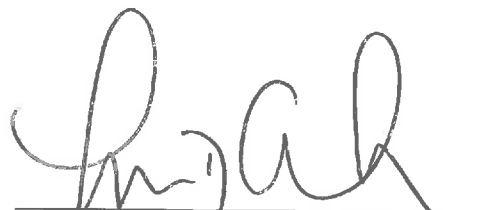
There being no further business before the Board of Directors, at 5:32 p.m., it was

*Moved by Director Ascheman, and seconded by Director Viviano* 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



