

**Fenton Fire Protection District**

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

**April 22, 2020**

Page 1 of 5

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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, April 22, 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 4:00 p.m.

**ROLL CALL:**

The following Directors answered Roll Call:

Beth L. Viviano  
Jennifer Grimes  
Tom Ascherman

Also present was:

Tom Steitz	District Chief
Romona Kaminski	District Assistant Chief
Daniel McLaughlin	District Legal Counsel
Joe Boushard	Shop Steward
Steve McKinney	Assistant Shop Steward
Chris McCarthy	Deputy Chief of EMS

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 April 8, 2020 were presented and it was

*Moved by Director Grimes, and seconded by Director Ascherman* to approve the minutes of the regular and closed meeting held April 8, 2020. Motion approved and unanimously carried 3-0.

**Fenton Fire Protection District**

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

**April 22, 2020**

Page 2 of 5

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**APPROVAL OF BILLS**

Chief Steitz presented the Board with the bills for review and payment, which totaled \$450,944.73. 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 Project 2019, Debt Service, HRA and FSA Funds. Balances since last meeting are:

Simmons

<u>Fund</u>	<u>Balance as of 4/8/20</u>	<u>Balance as of 4/22/20</u>
General	\$14,027,847.46	\$13,682,451.78
Ambulance	\$4,399,129.55	\$4,146,312.52
Dispatch	\$618,547.74	\$613,685.91
Pension	\$477,060.63	\$79,875.46
Capital Project		
2019	\$18,030,434.80	\$17,999,918.62
Debt Services	\$969,376.24	\$979,995.40
HRA	\$4,713.84	\$12,252.46
FSA	\$12,264.64	\$12,706.06

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.

**Fenton Fire Protection District**

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

**April 22, 2020**

Page 3 of 5

---

**OLD BUSINESS**

Fire Marshal Chris Thiemann discussed the status of digging footings at Station #3 and removing some old AT&T lines that are no longer required. He also advised they are continuing to review interior furniture options as well as mechanical changes to the fresh air system that would ultimately change the make-up air components and save approximately \$16,000.00.

Fire Marshal Thiemann indicated fill is currently being moved to the Station #2 site and Shannon and Wilson will begin testing of the fill as required. He further noted the next Planning and Zoning meeting is set for May 5, 2020 at 7 p.m.

**NEW BUSINESS**

Mr. Rognan presented the Financial Report and Statements as of March 31, 2020. He indicated that with timing items the District used 19.56% of the general fund budget, or was (5.44% ) under budget year to date, or (\$467,680.00); and 19.61% of the ambulance fund budget, or was (5.39%) under budget year to date, or (\$194,528.00).

Mr. Rognan indicated that for the three (3) month period year versus last year, the District had \$319,455.00, or 5.17% more in tax revenue and miscellaneous and bond refinancing income. The District had expenditures over revenues in the amount of (\$137,319.00). The District has a reserve of \$10,549,185.00 compared to \$6,012,413.00 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 Ascherman*** to accept and approve the report and financial statements of the District as of March, 31, 2020. Motion approved and unanimously carried 3-0.

Mr. Rognan next addressed the \$19,128.41 received from the Medicare Federal Stimulus Covid-19 grant. He indicated it can be used to reimburse for any costs associated with preparing for, preventing and responding to Covid-19 related calls. It can also be used to purchase personal protective equipment. One condition to receiving the monies is the District cannot soft bill residents for these types of calls. Ms. Smith, DC McCarthy and Legal Counsel have reviewed the program. It is recommended that a separate banking account to segregate the monies is a necessity. After discussion, it was

**Fenton Fire Protection District**

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

**April 22, 2020**

Page 4 of 5

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***Moved by Director Grimes, and seconded by Director Ascherman*** to accept the \$19,128.41 in Medicare Federal Stimulus Covid-19 grant funding. Motion approved and unanimously carried 3-0.

Chief Steitz next presented Resolution 20-01 authorizing and appointing Chief Tom Steitz to act as the appointed official to purchase and close certain real estate transactions for the property known as 1001 Assembly Parkway. After discussion, and readings, it was

***Moved by Director Grimes, and seconded by Director Ascherman*** to adopt Resolution 20-01 and resolve to appoint and authorize Fire Chief Thomas Steitz to act as the appointed official to purchase and close certain real estate transactions for the property known as 1001 Assembly Parkway. Motion approved and unanimously carried 3-0.

Director Ascherman addressed the potential need to hire an IT consultant or employee to handle video conferencing support. DC McCarthy indicated he and Fire Marshal Thiemann seem to be handling it well for now but would readdress the idea if needed.

**CHIEF'S REPORT**

Chief Steitz reported on two (2) working fires for which the District provided mutual aid; one in High Ridge resulting in the death of five (5) dogs and another in Kirkwood with no reportable injuries.

Chief Steitz advised the crews have been busy with training in the last few weeks to try to keep them active. They have been engaged in water supply and hose deployment training. He indicated the command staff has stayed in touch with the crews to help with moral. They have provided meals for the crews a number of times and received many donations.

Chief Kaminski said they are doing their best to keep up with public relations and have enjoyed being involved in many birthday parades.

**NEXT MEETING DATE**

Wednesday, May 6, 2020 at 4:00 p.m.

**Fenton Fire Protection District**

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

**April 22, 2020**

Page 5 of 5

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There being no further public comment or further business, at 4:39 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 Ascherman*** to go into Closed Session for purposes of privileged communications and personnel to Section 610.021 (1) and (3) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascherman - yea.


At 4:48 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

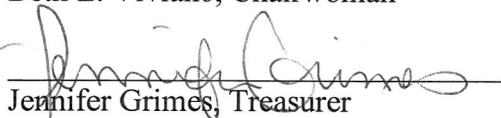
**ADJOURNMENT**

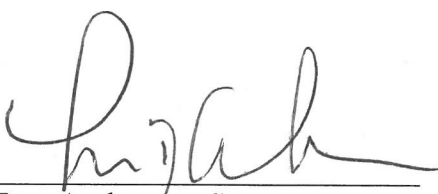
There being no further business before the Board of Directors, at 4:59 p.m., it was

***Moved by Director Ascherman, 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 Ascherman, Secretary

