

FENTON FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

May 20, 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, May 20, 2020, via video conferencing originating at the Fenton Fire Protection District, Firehouse # 1, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth Viviano called the meeting to order at 4:00 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
Chris Thiemann	District Fire Marshal
Chris McCarthy	Deputy Chief of EMS
Aaron Schlipman	Fund Pension Consultant
Thomas Meyer	Pension Trustee
Rick Rognan	District Accountant

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

PENSION REPORT

Mr. Aaron Schlipman of Lockton Financial Advisors reviewed the first quarter District Pension Plan performance. Initially, Mr. Schlipman stated the market had been horrible due to the pandemic and this resulted in multiple areas of the Plan being down from prior months. The overall performance in the market as a whole was down 34%. This impacted the pension fund so that almost all performance indicators were in "red" which was a loss and he expected the next months performance to be even worse due to the COVID-19 virus. The market has improved slightly in April of 2020 and the Plan investments improved somewhat so they are near the level of September of 2019. However, the 34% downturn in the market eliminated the gains over the last 6 months. Market performance going forward depends on whether or not the pandemic continues and if there is a resurgence of COVID in the late summer or fall. A review of the Fund account balance showed the Fund is within its target ranges and the Investment Policy for the Pension Fund is being reviewed by Lockton and legal. There are 3 funds on the investment

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advisor's watch list; the DFA large cap value fund, Hartford mid cap fund and the DFA targeted value fund. Lockton will continue to watch the performance of these funds and report back to the Board. After the presentation there were no questions and Mr. Schlipman was excused from the meeting.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held May 6, 2020 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 May 6, 2020. 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 \$570,174.73. 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.

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, FSA funds and COVID-19. Initially, Chief Steitz advised the Board the District received a tax check for \$2.9 million but it was not broken out in the fund and won't be until the next meeting. In addition, the District received GEMT funding in the amount of \$279,546.59 which is subject to an audit later. In the account balances was a transfer to VOYA of \$402,966.50 for the pension fund. Balances since last meeting are:

	<u>Balance as of 05/6/20</u>	<u>Balance as of 05/20/20</u>
General	\$12,795,301.95	\$15,309,021.58
Ambulance	\$4,154,426.85	\$4,237,620.58
Dispatch	\$613,868.53	\$608,829.12
Pension	\$426,949.74	\$23,983.24

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Capital Project 2019	\$18,034,149.75	\$17,756,960.37
Debt Services	\$980,077.72	\$980,077.72
HRA	\$7,556.93	\$5,115.56
FSA	\$14,623.79	\$15,749.00
COVID-19	\$19,129.41	\$19,109.41

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

Fire Marshal, Chris Thiemann, reported on the Operations and Capital Projects Update. There is lots of construction going on. Fire House #3 is moving along with continuing soil samples and compaction, but there are rain delays. House #2 has preliminary site and soil evaluations done by the engineers and architects and a report on costs resulting from these evaluations will be sent to the District for review. Soil tests are due about May 25 or 26. There are modifications being bid on House #1 as to a small window in the vestibule wall with a small mail slot so that papers can be signed and dropped off due to COVID-19 which will provide better security. Both inspectors are back working in the Fire Marshal's office which includes updated occupancy load numbers for use during the pandemic. At House #3, the only option for firefighters is to park inside to keep the ramps open.

Also, on Fire House 2 there was an updated PSA (Purchase and Sale Agreement) with a May 29, 2020 closing date and Chief Steitz discussed this with District Attorney McLaughlin. It was learned a survey was needed for that property and the District cannot close without the survey. Chief Steitz asked Attorney Wolfe how to proceed and whether the District should sign the 2nd Amended PSA. Attorney Wolfe advised the District not to sign the Agreement as all contingencies were waived and Earnest Money was involved in that 2nd PSA. Once the closing date is reset and the survey performed it will then be acceptable to sign the Agreement. Fire Marshal Thiemann also stated he received an email from the engineer that the survey cannot be done until all the site work is completed which may be about 3 weeks away.

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NEW BUSINESS

The Board discussed the Pension Procurement Action Plan and would adopt and sign the annual Plan per statute.

after discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to approve the Pension Procurement Action Plan and to provide the report per statute. The motion was approved and unanimously carried 3-0.

Next, Mr. Rick Rognan reviewed the District Financial Statements for April 30, 2020. The District benchmark is 33.3% and the District was under budget at 28.03%. This equates to the General Fund being under budget by about \$453,000. He reviewed line items where the District is at or under budget and thoroughly discussed each department finances going forward. All in all, the departments were significantly under budget. The COVID-19 Stimulus money was discussed and the District's responsibility to isolate and record this money and its use separately per the recent laws. Mr. Rognan also reviewed the fire and ambulance calls and the lack of revenue from a decline in the number of calls for the District. Mr. Rognan also mentioned his Amended Budget and it was decided to review that at the next meeting.

Finally, the Chief discussed the SB 870 Resolution #20-03 which provides for the annual reimbursement rate for financing and the District's entitlement to reimbursement for TIFs, abatements, etc. After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to approve the SB 870 Resolution #20-03. The motion was approved and unanimously carried 3-0.

CHIEF'S REPORT

Chief Steitz reported on a working fire in Kirkwood where Fenton assisted with good results. There was also a motor vehicle accident with multiple traumas to a passenger who was ejected.

Chief Steitz reported he met with the District's insurance broker especially as to the District's workers' compensation insurance. The broker was able to achieve a premium reduction for the District, but the rate is still very high. The broker is scheduled to appear at the next District meeting.

As for COVID related business, the District eased the travel restrictions for firefighters with suggestions to avoid mass transportation and cruises which are in compliance with Department of Health guidelines. So far, one (1) District employee has tested positive for COVID-19. Chris McCarthy reported the District is working with Quest Diagnostics for COVID anti-body testing.

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Also, Chief Steitz reported the new District ambulance will be delayed due to Ford closing its manufacturing plant.

The Chief also discussed the rugby fields in Sunset Hills and the logistics for the neighboring homes. 2 acres will be re-developed for the fields.

The Board next discussed whether it wants to return to in-person Board meetings and it was decided to remain with virtual meetings for weeks going forward to monitor the spread of the COVID virus.

SHOP STEWARD REPORT

Joe Boushard reported that community outreach has slowed considerably due to the pandemic. He also requested the Board agree to open collective bargaining agreement negotiations as to Article 42 only, the promotional article. He discussed the new Quick Attack truck to be used to cross bridges where a fire truck could not.

After discussion, it was

Moved by Director Grimes and seconded by Director Ascherman to open negotiation as to Article 42 only. The motion was approved and unanimously carried 3-0.

PUBLIC COMMENT

There was no public comment at this time.

NEXT BOARD MEETING DATE

Wednesday, June 3, 2020 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 Ascherman to adjourn the regular Board meeting. The motion was approved and unanimously carried 3-0.

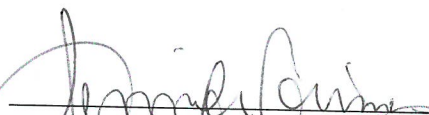
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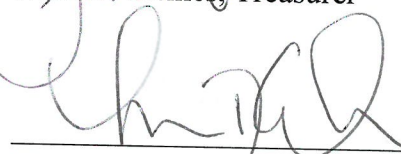
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Respectfully submitted and attested to by:


Beth L Viviano, Chairwoman


Jennifer Grimes, Treasurer


Tom Ascheman, Secretary