

Fenton Fire Protection District
Meeting of the Board of Directors

July 29, 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, July 29, 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
Chris McCarthy	Deputy Chief of EMS
Chris Thiemann	District Fire Marshal
Joe Boushard	Shop Steward
Steve McKinney	Shop Steward
Daniel McLaughlin	District Legal Counsel
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 meeting held July 15, 2020 were presented and it was

Moved by Director Grimes, and seconded by Director Ascherman to approve the minutes of the regular meeting held July 15, 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 \$812,099.99. 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 7/15/20</u>	<u>Balance as of 7/29/20</u>
General	\$12,969,599.02	\$12,588,210.23
Ambulance	\$4,543,108.54	\$4,220,169.48
Dispatch	\$483,320.07	\$477,717.06
Pension	\$205,740.03	\$205,740.03
Capital Project		
2019	\$16,240,151.61	\$15,599,652.55
Debt Services	\$1,337,822.50	\$1,337,822.50
HRA	\$1,246.94	\$5,624.62
FSA	\$21,578.47	\$10,874.86
Covid-19	\$19,131.14	\$19,131.14

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

Chris Thiemann, Fire Marshal, provided a construction update for House 3 and House 2. He began by walking the Board of Directors through a series of photos of House 3 to illustrate the construction progress. The trusses are due to arrive on Thursday July 30, 2020. Chris Thiemann also discussed three approved change orders: one being for the bad soils and clean up, while the other two were fairly offsetting costs for construction issues. Chris Thiemann offered walk-throughs of the new engine house to the Board Members and reported House 3 is progressing on schedule.

Chris Thiemann then informed the Board of Directors about House 2. He is working with the engineers to tie up a few loose ends to prepare for the bidding process. Chris Thiemann is also working with Capital Development regarding the status and schedule for the remaining fill dirt to ensure proper testing by Shannon and Wilson.

The final construction update was concerning the solar system project for House 1. Chris Thiemann is investigating the affordability of this project. Due to the age of the roofing materials, even with funding assistance provided by the grant, if the roof needs replacing for solar panel installation the project maybe cost prohibitive.

NEW BUSINESS

ACCOUNTANT'S REPORT

Rick Rognan, District Accountant, discussed the Preliminary 2020 District Assessments. After reviewing the different categories, Mr. Rognan is projecting no significant changes in revenues or tax rates compared to the previous year. He also reminded the Board of Directors that these are preliminary numbers and the final Board of Equalization (BOE) numbers will not be available until mid-September. The assessment worksheet is attached hereto and made a part hereof the minutes to the meeting.

Rick Rognan presented the Financial Report and Statements as of June 30, 2020. He indicated that with timing items the District used (43.91%) of the general fund budget, or was (6.09%) under budget year to date, or (\$523,561.00); and (46.39%) of the ambulance fund budget, or was (3.61%) under budget year to date, or (\$130,287.00).

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Mr. Rognan indicated that for the one (6) month period year versus last year, the District had \$2,596,519.00, or 38.60% more in tax revenue and miscellaneous and bond refinancing income. The District had revenue over expenditures in the amount of \$217,130.00. The District has a reserve of \$12,727,404 compared to \$9,863,609.00 last year. Mr. Rognan explained to the Board of Directors that the COVID-19 funding, as required by the CARES Act legislation, must be spent by December 31, 2020.

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 Ascheman to accept and approve the report and financial statements of the District as of June 30, 2020. Motion approved and unanimously carried 3-0.

The next item of new business was the opening of the RFP for the live fire-training tower for the new 2 House. One bid was received from Warehouse on Wheels for \$627,125.00. A discussion ensued about the cost of the bid submitted and if that was in line with what was budgeted. Deputy Chief Mueller expressed a slight increase in the cost attributed to the Class B portion of the training tower. The bid proposal will be reviewed to confirm that it meets the RFP parameters.

Battalion Chief Martin presented his quarterly update for B Shift. He reviewed the number of calls and training hours completed over the course of 2020. He discussed the environmental challenges and considerations brought on by the COVID-19 pandemic and civil unrest. Mike Martin talked about the status of members of his crew who were completing the Assistant BC Shadowing program and the status of his probationary employee. He finalized his report by discussing the activities of two committees he is a part of: Apparatus Committee and Equipment Committee.

The final item of new business was the Collective Bargaining Agreement – Article 42. A conversation took place regarding the proper approvals to move forward using the modified language for the promotional process scheduled for this September prior to the finalization of the current Collective Bargaining Agreement (CBA) negotiations. Dan McClaughlin, Legal District Counsel, stated some form of correspondence was needed to show that all parties agreed to the new promotional process moving forward and then add the modified language to the new CBA.

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CHIEF'S REPORT

Chief Steitz conveyed calls were increasing slightly, but once again have seemed to level off. He expects that at the end of the year to see a decrease in call volume compared to recent years. The District did not run any fire calls over the last two weeks, but did run a shooting at a truck stop. B Crew did an excellent job in managing the call efficiently and transporting the patient quickly to the hospital.

Chief Steitz reported about the Labor Management Meeting held earlier in the day via Zoom. The group covered a couple of tough articles, but were able to come to an agreement. Director Grimes expressed negotiations are moving along in a professional manner and Labor and Management are working well together.

Chief Steitz discussed an increase in overtime for the month of July due to several COVID-19 quarantine situations.

Lastly, Chief Steitz requested a moment of silence for the passing of a Creve Coeur Firefighter, Brian Pfeifer, who had served in the in the fire service for 24 years.

SHOP STEWARD'S REPORT

Joe Boushard, Shop Steward, stated the majority of Community Outreach programs are on hold with PR events, business and schools having to close to deal with the pandemic. He also relayed that the CBA negotiations are moving in a positive direction.

DEPUTY CHIEF OF EMS

Deputy Chief McCarthy provided insight as to why the District's ambulance transport collection fees are consistent with last year though the call volume has decreased. Since moving to EMS/MC in early 2018 the billing company was unable to capture patient insurance information via the hospital data system. The data integration project is complete and the ambulance billing company is receiving better data back from the hospitals. The data integration project also gives Deputy Chief McCarthy the ability to access patient outcomes.

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Deputy Chief Chris McCarthy spoke to the status of the ambulance originally scheduled for delivery in March or April. The ambulance chassis was placed on the manufacturing line last week and is now expected to arrive sometime this Fall.

NEXT MEETING DATE

Wednesday, August 12, 2020 at 4:00 p.m.


ADJOURNMENT


There being no further business before the Board of Directors, at 5:00 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