## Meeting of the Board of Directors

## January 15, 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, 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.

## Meeting of the Board of Directors

## January 15, 2020

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#### 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>	Balance as of 12/18/19	Balance as of 1/15/20
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 Projec	t	•
2019	\$18,232,664.84	\$18,169,687.21
<b>Debt Services</b>	\$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.

## Meeting of the Board of Directors

## January 15, 2020

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#### **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

## Meeting of the Board of Directors

## January 15, 2020

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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 Collarteralization 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.

## Meeting of the Board of Directors

## January 15, 2020

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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

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Tom Aschemarí, Secretary

## Meeting of the Board of Directors

## January 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, January 29, 2020, at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Acting Chairwoman Jennifer Grimes called the meeting to order at 4:00 p.m.

#### **ROLL CALL:**

The following Directors answered Roll Call:

Beth L. Viviano (via telephone) Jennifer Grimes Thomas Ascheman

Also present was:

Tom Steitz

**District Chief** 

Steve McKinney

Shop Steward

Acting Chairwoman Grimes 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 January 15, 2020 were presented and it was

Moved by Director Ascheman, and seconded by Director Viviano to approve the minutes of the regular and closed meeting held January 15, 2020. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

## January 29, 2020

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$335,819.72. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

Moved by Director Ascheman, and seconded by Director Viviano, 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, Bond Accounts, HRA and FSA Funds. Balances since last meeting are:

#### Simmons

<u>Fund</u>	Balance as of 1/15/20	Balance as of 1/29/20
General	\$11,964,413.35	\$11,577,851.48
Ambulance	\$3,961,620.12	\$3,499,757.78
Dispatch	\$654,284.39	\$449,064.03
Pension	\$524,172.62	\$524,172.62
Capital Projec	t	•
2019	\$18,221,992.08	\$18,183,851.28
Debt Services	\$1,022,601.14	\$1,022,601.14
HRA	\$6,222.25	\$6,222.25
FSA	\$5,758.38	\$7,385.65

After discussion, it was

Moved by Director Ascheman and seconded by Director Viviano to receive the Treasurer's Report as presented. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

## January 29, 2020

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#### **OLD BUSINESS**

Roy Mangan, with ArchImages, discussed the recommendation to hire Lawlor Construction Company with one (1) alternative for a total price of \$4,626,900.00. Legal Counsel has reviewed and approved the AIA. After discussion, it was

Moved by Director Ascheman, and seconded by Director Viviano to accept the recommendation of the committee, hire Lawlor Construction Company and approve the AIA as presented. Motion passed and unanimously carried 3-0. A copy of the AIA is attached hereto and made a part hereof.

Fire Marshal Thiemann next advised the Board the City of Fenton approved the Special Use Permit for Station #2 in Fenton Logistics Park.

#### **NEW BUSINESS**

Battalion Chief Andy Anderson presented the Battalion Chief's report for A Shift. He indicated they ran approximately 1/3<sup>rd</sup> of the approximately 5000 calls for the District and had 1300 hours of training not to include training for physical fitness. Battalion Chief Anderson advised his shift had three (3) people successfully complete their probationary periods and one (1) promoted to Lieutenant. He noted he is currently working to take over the District's hazardous materials responsibilities.

Fire Marshal Thiemann next presented the Fire Marshal's Office report on permitting and building within the District. A copy of his report is attached hereto and made a part hereof.

Kim Smith next addressed the recent new hire testing procedure for the position of private. She indicated testing was held on January 21 and 22, 2020. Forty-two (42) people applied, thirty-two (32) tested Twenty –Six (26) resumes were reviewed and ultimately reduced it down to thirteen (13) applicants to interview. One (1) accepted another job so twelve (12) will be interviewed on February 18 and 19, 2020.

#### **CHIEF'S REPORT**

Chief Steitz presented the authorizations to reinvest the current certificate of deposit at Simmons Bank for a period of twelve (12) months at the rate of 1.7%.

## Meeting of the Board of Directors

## January 29, 2020

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Chief Steitz next indicated the Board and Trustees had been signed up for membership in the IFEBP for pension training.

Chief Steitz then advised that several employees are currently on District related trips, including trips to train to become accreditation managers and trips to Pierce manufacturing facilities.

Chief Steitz next applauded A Shift for their efforts during the recent shooting stand off in the city of Fenton.

#### SHOP STEWARD'S REPORT

Steve McKinney advised the Blood drive was a huge success exceeding all expectations. It was so successful that the group wants to come back for another drive in March 2020.

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

Shop Steward McKinney also advised the Board the Shop recently installed a wheelchair ramp for a resident.

#### **NEXT MEETING DATE**

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

There being no further public comment or further business, at 4:34 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 Ascheman and seconded by Director Viviano 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, Ascheman - yea.

At 5:16 p.m., Director Ascheman moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

## Meeting of the Board of Directors

January 29, 2020

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### **ADJOURNMENT**

There being no further business before the Board of Directors, at 5:17 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

Jephifer Grimes, Treasurer

Tom Ascheman, Secretary

## Meeting of the Board of Directors

## February 12, 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, February 12, 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 Thomas Ascheman

## Also present was:

Tom Steitz

District Chief

Romona Kaminski

District Assistant Chief

Joe Boushard

Shop Steward

Steve McKinney

Shop Steward

Doug Ruse

**IAFF 2665 VP** 

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 January 1, 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 January 29, 2020. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

## February 12, 2020

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### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$355,819.72. 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, Debt Service, HRA and FSA Funds. Balances since last meeting are:

#### Simmons

<u>Fund</u>	Balance as of 1/29/20	Balance as of 2/12/20
General	\$11,792,759.32	\$14,772,260.10
Ambulance	\$3,787,328.67	\$4,565,385.92
Dispatch	\$453,473.39	\$611,747.75
Pension	\$524,172.62	\$853,144.90
Capital Projec	t	
2019	\$18,151,230.07	\$18,099,320.89
Debt Services	\$1,022,601.14	\$1,655,009.97
HRA	\$6,222.25	\$6,223.12
FSA	\$7,385.65	\$7,468.84

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.

Chief Steitz addressed two (2) additional transactions under the 2020 Capital Budget. One for security lighting at Station #1 for \$8,000.00 and replacement of the chassis for 1329 in for \$51,486.00.

## Meeting of the Board of Directors

## February 12, 2020

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#### **OLD BUSINESS**

Fire Marshal Thiemann discussed the status of the St. Louis LED bid for Station #1 for replacement of all exterior, engine bay and training tower lighting for \$7,714.00 which includes \$1,400.00 in rebates. The company indicates there will be an annual power savings of \$2,046.69. Fire Marshal Thiemann indicated if approved the work would be completed within the next few weeks and paid for from the Station #1 capital budget.

Moved by Director Grimes and seconded by Director Ascheman to approve the St. Louis LED bid. Motion approved and unanimously carried 3-0. A copy of the bid is attached hereto and made a part hereof these minutes.

Fire Marshal Thiemann also reported the security cameras at Station #1 had been installed. He discussed a potential solar lease program that would not have any rebates attached but there is a potential energy savings per month that would equate to the monthly lease payments. The Board authorized Fire Marshal Thiemann to have the company come before the Board and give a presentation.

Chief Steitz presented the Fenton Logistics Park Master Plan.

Chief Steitz advised the Lawlor AIA was signed and they are currently working on a ground-breaking date. Fire Marshal Thiemann presented the Board with MSD documents for signature for water hook-ups and sewer lines.

#### **NEW BUSINESS**

Deputy Chief of Training, Tom Mueller, presented a report on training hours by Crew for 2019. A copy of the report is attached hereto and made a part hereof these minutes. There was a total of 13,582 hours minus physical fitness and EMS. He further noted the cost for training to Tri-County was \$7,312.50 for 626 hours, or 10.4 hours per employee. DC Mueller noted that was the equivalent of \$11.68 per employee. He discussed several trainings throughout the year and said they are currently working on bid specs for the proposed training tower.

## Meeting of the Board of Directors

## February 12, 2020

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#### **CHIEF'S REPORT**

Chief Steitz advised the Board that ISO would be coming back to grade the District this year. He indicated it is one (1) year overdue but due to issues with ISO it was delayed.

Chief Steitz discussed several calls including a kitchen fire in Saline Valley and a motor vehicle accident with an ejection. He noted the Crew responded to the scene of the accident and transported the victim to Mercy Hospital in eight (8) minutes.

Chief Steitz advised the Board of a fatality accident where a pedestrian was stuck on the roadway. Assistant Chief Kaminski will reach out to the Crew to check in on their well-being.

Chief Steitz presented the authorizations to reinvest the current certificate of deposit at Simmons Bank for a period of twelve (12) months at the rate of 1.7%.

Chief Steitz next indicated the Board and Trustees had been signed up for membership in the IFEBP for pension training.

Chief Steitz then advised that several employees are currently on District related trips, including trips to train to become accreditation managers and trips to Pierce manufacturing facilities.

Chief Steitz next applauded A Shift for their efforts during the recent shooting stand off in the City of Fenton.

#### SHOP STEWARD'S REPORT

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

Shop Steward Boushard also advised the Board the Shop recently installed a wheelchair ramp for a resident.

Shop Steward Boushard advised the Board the Shop was working on a partnership with the Rockwood School District Food Pantry.

## Meeting of the Board of Directors

## February 12, 2020

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### **NEXT MEETING DATE**

Wednesday, February 26, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:34 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 Ascheman 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, Ascheman - yea.

At 5:25p.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 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

## Meeting of the Board of Directors

## February 26, 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, February 26, 2020, 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 Ascheman

Also present was:

Tom Steitz

District Chief

Romona Kaminski

District Assistant Chief

Daniel McLaughlin

District Legal Counsel

Rick Rognan

District Accountant

Aaron Schlipman

Fund Pension Consultant

Tom Meyer

Pension Trustee

Tony Roylance

Pension Trustee

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 February 12, 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 February 12, 2020. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

## February 26, 2020

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$342,083.98. 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 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 Services, HRA and FSA Funds. He indicated that the transfer to Reliance from Commerce is still in the process. Balances since last meeting are:

#### Simmons

<u>Fund</u>	Balance as of 2/12/20	Balance as of 2/26/20
General	\$14,794,224.10	\$14,508,219.10
Ambulance	\$4,660,541.92	\$4,490,976.54
Dispatch	\$614,281.69	\$615,426.90
Pension	\$853,144.90	\$858,930.14
Capital Projec	t	
2019	\$18,159,935.39	\$18,073,094.60
<b>Debt Services</b>	\$1,672,388.76	\$940,032.27
HRA	\$6,223.12	\$11,223.12
FSA	\$7,468.84	\$4,139.30

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.

## Meeting of the Board of Directors

## February 26, 2020

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#### **OLD BUSINESS**

Assistant Chief Kaminski advised the ground-breaking for Station #3 will be March 3, 2020 at 5 p.m.

#### **NEW BUSINESS**

## PENSION CONSULTANT REPORT

Aaron Schlipman, with Lockton Investment Advisors, LLC, was present at the meeting. Mr. Schlipman gave the Board an in-depth overview on the state of the economy and then presented the investment review for the fourth quarter 2019. Fund balance as of December 31, 2019 was \$34,271,506.00 with a beginning balance of \$32,774,712.00 with employer contributions of \$0.00, quarterly earnings of \$1,829,914.00 and benefits paid of (\$332,650.00). The Fund outperformed the benchmark 5.59% versus 5.00% for the fourth quarter and 22.14% versus 18.95% YTD. Mr. Schlipman advised that all asset allocations were within range and there continued to be one (1) Fund on the watch list, DFA US Large Cap Value I. He noted that some changes were made in the fourth quarter and is showing signs of recovery. No action is required at this time.

Mr. Schlipman was thanked for his time and excused from the meeting.

#### ACCOUNTANT'S REPORT

Mr. Rognan presented the Financial Report and Statements as of January 31, 2020. He indicated that with timing items the District used (6.87%) of the general fund budget, or was (1.43%) under budget year to date, or (\$122,933.00); and 6.55% of the ambulance fund budget, or was (1.65%) under budget year to date, or (\$59,549.00).

Mr. Rognan indicated that for the one (1) month period year versus last year, the District had \$286,217.00, or 5.04% more in tax revenue and miscellaneous and bond refinancing income. The District had revenue over expenditures in the amount of \$476,032. The District has a reserve of \$21,387,651.33 compared to \$15,914,418.63 last year.

The report is attached hereto and made a part hereof the minutes to this meeting. After discussion, it was

## Meeting of the Board of Directors

### February 26, 2020

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Moved by Director Ascheman, and seconded by Director Grimes to accept and approve the report and financial statements of the District as of January 31, 2020. Motion approved and unanimously carried 3-0.

Mr. Rognan next discussed payments for the debt service account. He recommended all payments be verified with the Payee before payment is made. He further recommends a two (2) party signature requirement.

Chief Steitz presented the Station #2 City of Fenton Special Use Permit Applications for signature.

#### **CHIEF'S REPORT**

Chief Steitz advised the Board of two (2) structure fires in High Ridge; one (1) garage and one (1) fully involved fire. No injuries were reported.

Chief Steitz discussed with the Board Scott Ferree's retirement party. He indicated it was very emotional.

Chief Steitz further advised the Board that the next City of Fenton Planning and Zoning meeting for Station #2 was set for March 3, 2020.

## SHOP STEWARD'S REPORT

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

Shop Steward Boushard also advised the Board there will be a second blood drive with the Red Cross on March 25, 2020.

Shop Steward Boushard advised the Shop is continuing to work on a partnership with the Rockwood School District Food Pantry.

Shop Steward Boushard also discussed the upcoming Movie Night in April for employees and their families. He noted this will be a dry run for a potential public event.

## Meeting of the Board of Directors

## February 26, 2020

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#### **NEXT MEETING DATE**

Wednesday, March 11, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:43 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 Ascheman* 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, Ascheman - yea.

At 5:23 p.m., Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

Beth L. Viviano, Chairwoman

Jennifer Grimes, Treasurer

Tom Ascheman, Secretary

## Meeting of the Board of Directors

## March 11, 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, March 11, 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 Tom Ascheman

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** 

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 February 26, 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 February 26, 2020. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

## March 11, 2020

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$154,397.79. 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 2020, Debt Services, HRA and FSA Funds. Balances since last meeting are:

#### **Simmons**

<u>Fund</u>	Balance as of 2/26/20	Balance as of 3/11/20
General	\$14,682,350.89	\$14,332,937.81
Ambulance	\$4,619,444.62	\$4,443,945.18
Dispatch	\$616,829.57	\$608,287.80
Pension	\$862,866.75	\$863,905.11
Capital Project		
2019	\$18,099,320.89	\$18,040,209.55
Debt Services	\$940,032.27	\$940,843.47
HRA	\$11,223.12	\$11,222.97
FSA	\$4,139.30	\$4,818.04

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.

## Meeting of the Board of Directors

## March 11, 2020

Page 3 of 5

#### **OLD BUSINESS**

Assistant Chief Kaminski advised the ground-breaking for Station #3 went well. She indicated we are currently waiting on permits and escrows to be completed and then they will begin moving dirt.

Chief Steitz advised the City of Fenton Planning and Zoning presentation meeting went well but unfortunately they did not get the Special Use Permit on file in time so no action could be taken. Action will be taken at the April meeting.

#### **NEW BUSINESS**

Chief Steitz presented the St. Louis County Department of Planning Escrow Agreement for the landscaping at Station #3. The escrow is for \$11,700.00. He indicated it has been reviewed and approved by Legal Counsel. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to approved the St. Louis County Department of Planning Escrow Agreement in the amount of \$11,700.00. Motion passed and unanimously carried 3-0.

Deputy Chief of EMS, Chris McCarthy, gave his quarterly EMS report and update on the St. Louis County EOC response to Covid-19. He indicated there were 2,518 transports with 32 stroke activations amongst other successes. DC McCarthy discussed various training modules that will be engaged to improve all success rates. He further advised the Board the new ambulance should arrive in June with the current new apparatus having already been received at Station #3. DC McCarthy noted SSM has a new medical director so a new agreement was required. It has been approved by Legal Counsel and we are awaiting SSM counsel to approve and sign. Lastly he advised the District will engage in a new ride-a-long program with Lindenwood students on a trial basis.

DC McCarthy next addressed the St. Louis County EOC Covid-19 response and attempts to flatten the response curve. He noted there is a pandemic plan in place at the County and District levels alike with mandated EMS response SOGs. In short, he said the key is to minimize exposures and treat like a hazmat call.

## Meeting of the Board of Directors

### March 11, 2020

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#### **CHIEF'S REPORT**

Chief Steitz advised the Board of two (2) minor fires one (1) of which was extinguished by the owner before the crew arrived.

Chief Steitz advised the labor-management meeting went well with a focus on promotions.

Chief Steitz further advised the Board that 1304 is not looking good long-term. He indicated that next year's budget will contemplate a replacement.

#### SHOP STEWARD'S REPORT

Joe Boushard, Shop Steward, reminded the Board of the Community Outreach Trivia Night will be held this Friday, March 13, 2020, beginning at 6 p.m. at Andre's West.

#### NEXT MEETING DATE

Wednesday, March 25, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:47 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 Ascheman 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, Ascheman - yea.

At 5:03 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 5:03 p.m., it was

Moved by Director Ascheman, and seconded by Director Viviano to adjourn the meeting. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# March 11, 2020

Page 5 of 5

Respectfully submitted and attested to by,

Beth L. Viviano, Chairwoman

Jennifer Grimes Treasurer

Tom Ascheman, Secretary

## Meeting of the Board of Directors

## April 8, 2020

Page 1 of 6

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, April 8, 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

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 March 11, 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 March 11, 2020. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

### **April 8, 2020**

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$400,445.14 for March 25, 2020 and \$136,143.05 for April 8, 2020. 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, Debt Service, HRA and FSA Funds. Balances since last meeting are:

#### Simmons

<b>Fund</b>	Balance as of 3/11/20	Balance as of 4/8/20
General	\$14,337,566.56	\$13,991,348.34
Ambulance	\$4,534,092.74	\$4392,411.47
Dispatch	\$616,172.19	\$531,103.58
Pension	\$863,905.11	\$477,060.63
Capital Projec	t	
2019	\$18,095,043.82	\$18,030,434.80
<b>Debt Services</b>	\$940,843.47	\$969,376.24
HRA	\$11,222.97	\$4,713.84
FSA	\$4,818.04	\$12,264.64

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.

## Meeting of the Board of Directors

## April 8, 2020

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#### **OLD BUSINESS**

Fire Marshal, Chris Thiemann, discussed on-going delays with Station #3 due to shortages of personnel. He estimated the project should start next week but anticipates more delays in the future given the current state of affairs.

Chief Steitz advised the City of Fenton Planning and Zoning approvals are still on track. He noted the next step is the April 23<sup>rd</sup> Board meeting which will likely take place via video conferencing.

#### **NEW BUSINESS**

Chief Steitz advised the Board that for the foreseeable future all Board meetings will be held via video conferencing. The Board agreed.

Chief Steitz next advised the Board that the current labor negotiations are at a standstill. He did note the Shop requested a Board of Director at the bargaining sessions. The Board agreed Director Grimes should sit in during the negotiating sessions.

Chief Steitz addressed the GEMT Administrative Fee for reimbursement. He advised it the Board wished to continue the program for the 2019 reporting period the District would owe \$102,256.48 for a reimbursement of \$279,546.59 for a net gain of \$177,290.11. After discussion, it was

**Moved by Director Grimes, and seconded by Director Ascheman** to opt into the GEMT reimbursement for 2019 paying \$102,256.48 for a reimbursement of \$279,546.59 for a net gain of \$177,290.11. Motion passed and unanimously carried 3-0.

Dan McLaughlin, Legal Counsel, next discussed the Family First Coronavirus Recovery Act of 2020. He discussed the two (2) emergency paid leave provisions and the ability of the District to abide by the law or affirmatively opt out. The Board and Shop discussed the leave benefits currently provided by the District are better than those provided by the Act and therefore opted not to provide coverage under the Act.

Legal Counsel next presented the First Amended Purchase Agreement with US Capitol for the property located in Fenton Logistics Park anticipating a closing by April 30, 2020. All of which

## Meeting of the Board of Directors

## **April 8, 2020**

Page 4 of 6

is subject to City approval of plats at the April 23, 2020 Council meeting. After discussion, it was

*Moved by Director Grimes, and seconded by Director Ascheman* to approve the First Amended PSA subject to the City of Fenton approval at the April 23, 2020 Council meeting. Motion passed and unanimously carried 3-0.

Legal Counsel next presented a proposed Easement for the Access Road at the Fenton Logistics Park property. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the Access Road Easement at the Fenton Logistics Park site. Motion passed and unanimously carried 3-0.

Chief Steitz next presented the renewals for medical and dental insurance benefits. After discussion with Paul Wirth UHC is offering a 5.5% increase and Delta Dental is offering a zero rate increase. After discussion, it was

*Moved by Director Grimes, and seconded by Director Ascheman* to approve the UHC health insurance renewal at 5.5% increase. Motion passed and unanimously carried 3-0.

Moved by Director Grimes, and seconded by Director Ascheman to approve the Delta Dental renewal at a 0% increase. Motion passed and unanimously carried 3-0.

#### **CHIEF'S REPORT**

Chief Steitz asked the Board for a moment of silence for two (2) fallen firefighters. One retiree, Dale Barnhart and a Mehlville Firefighter, Chris Francis.

Chief Steitz reported on three (3) working fires for which the District provided mutual aid. There were no reportable injuries.

Chief Steitz noted there had been a slight increase in call volume due to the Covid-19 pandemic and discussed several policy implementations that have resulted from the same. DC McCarthy updated the Board on these polices as well as the District's response to calls, employees and current supplies. He noted we have one (1) employee that has tested positive for Covid-19, one (1) awaiting test results and another spouse that tested positive. DC McCarthy indicated due to the forward thinking of prior administrations in 2007/2008 the District had plenty of PPE supplies and has donated some to less fortunate agencies around the County. He noted the

## Meeting of the Board of Directors

## **April 8, 2020**

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County was ready to implement a quick response vehicle plan for South County. He believes the St. Louis County is likely to see a surge in cases in the next seven (7) to eight (8) days.

Chief Steitz advised the Board the Accreditation Compliance Report has been completed and received with no adjustments.

Chief Kaminski advised the Food pantry has been placed on hold with the Covid-19 pandemic but the District, Eureka, Metro West and Monarch are now looking to donate around \$500.00 each for supplemental food services.

Chief Kaminski advised they are holding two (2) meetings per week to stay on top of the needs of the District and potential FEMA reimbursements. She noted the Battalion Chiefs are staying in touch with personnel for their continued needs, etc.

#### NEXT MEETING DATE

Wednesday, April 22, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:54 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 Ascheman 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, Ascheman - yea.

At 4:58 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 4:58 p.m., it was

Moved by Director Ascheman, and seconded by Director Viviano to adjourn the meeting. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

**April 8, 2020** 

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Respectfully submitted and attested to by,

Beth L. Viviano, Chairwoman

Jennifer Grimes, Treasurer

Tom Ascheman, Secretary

## Meeting of the Board of Directors

## **April 22, 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, 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 Ascheman

Also present was:

Tom Steitz

District Chief

Romona Kaminski

District Assistant Chief

Daniel McLaughlin

District Legal Counsel

Joe Boushard

Shop Steward

Steve McKinney Chris McCarthy Assistant Shop Steward 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 Ascheman to approve the minutes of the regular and closed meeting held April 8, 2020. Motion approved and unanimously carried 3-0.

## Meeting of the Board of Directors

## **April 22, 2020**

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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

<b>Fund</b>	Balance as of 4/8/20	Balance as of 4/22/20	
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	
<b>Debt Services</b>	\$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.

## 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 Ascheman 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

## Meeting of the Board of Directors

## **April 22, 2020**

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*Moved by Director Grimes, and seconded by Director Ascheman* 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 Ascheman 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 Ascheman 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.

## Meeting of the Board of Directors

## April 22, 2020

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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 Ascheman* 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, Ascheman - 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 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

# Meeting of the Board of Directors

# May 6, 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, May 6, 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 4:0 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 Chris McCarthy District Fire Marshal

Cinis Miccardiy

**Deputy Chief of EMS** 

Kimberly Smith

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 22, 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 April 22, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

May 6, 2020

Page 2 of 5

#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$177,895.48. 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 the new account COVID19 funds. Balances since last meeting are:

#### Simmons

<u>Fund</u>	Balance as of 4/22/20	Balance as of 5/06/20
General	\$13,863,911.73	\$12,779,832.81
Ambulance	\$4,275,064.94	\$3,968,808.71
Dispatch	\$616,666.42	\$611,591.81
Pension	\$79,875.46	\$426,975.74
Capital Projec	t	
2019	\$18,030,454.80	\$17,925,789.39
Debt Services	\$979,995.40	\$980,077.72
HRA	\$12,252.46	\$7,556.93
FSA	\$12,706.06	\$14,623.79
Covid-19	\$0.00	\$19,129.41

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.

# Meeting of the Board of Directors

May 6, 2020

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#### **OLD BUSINESS**

Fire Marshal Chris Thiemann advised the Board that the bad soil at the new House #3 location has been remediated and all but \$16,000.00 was covered in the bid price of the contract. He noted the bad soils were being replaced with rock for a solid base. The project is set to begin May 7, 2020.

Fire Marshal Thiemann also discussed the Station #2 approval from City of Fenton Planning and Zoning. He noted the final steps are getting through the full City Council work session and full Board meeting. Fire Marshal Thiemann further discussed the on-going meeting relative to the completion of the Seller's work, fill dirt and compaction testing. He noted the results of the soil testing should be received by the end of the month. Legal Counsel advised with the results of the soil and compaction testing being due by the end of the month a tentative May 29, 2020 closed date is doable assuming the soil and compaction testing comes back relatively decent. Fire Marshal Thiemann agreed. Both noted that if the test results require some action USCP has agreed to move the closing back a week or so until such time as an agreement to remediate the issues is reached and would hold a sum certain in escrow pending completion of the work.

#### **NEW BUSINESS**

Chief Steitz discussed the procedure for future changes to the agenda. He noted it would make the Administrative Staff's work easier if any suggested changes were provided to all parties, the Board of Directors, Chiefs and Kim Smith prior to the meeting, in writing. All agreed.

Chief Steitz next presented the Board with a Proclamation for Retiring Private David Stark, Jr. The Board approved and executed the Proclamation. Private Stark will be retiring June 1, 2020.

Chief Steitz next presented the Board with new signature cards for the Covid-19 bank account.

#### **CHIEF'S REPORT**

Chief Steitz reported the neighborhood parades started last weekend and have been a huge hit with the residents. The Chief's neighborhood was the first to run. He noted there were two (2) parades with the ambulances, trucks and Duty Officer vehicles.

# Meeting of the Board of Directors

#### May 6, 2020

Page 4 of 5

Fire Marshal Thiemann reported the crews will participate in a Mother's Day parade at Friendship Village with family members that cannot visit their loved ones. He noted the District will be the Grand Marshal of the parade.

Chief Steitz advised with the Covid-19 there have not been many calls to report. He did note Delmar Gardens, however, was on the rise.

Deputy Chief McCarthy advised that he and Battalion Chief Watkins were picking up the quick attack tomorrow to replace #1329.

Kim Smith discussed with the Board the desire to continue the Spousal Dependent Opt-Out incentive program. Essentially, the program is as follows:

"The District offers an incentive to active employees whose spouses have insurance through another employer and voluntarily do not cover their spouses under the District's health insurance plan.

Employees may apply for the incentive by contacting the Office Manager and completing an insurance change form.

This program applies to health insurance only and must be voluntary. The incentive program does not apply to qualifying events, which include but are not limited to death and divorce. A spouse maybe removed from the plan at the beginning of any month during the plan year, but may not be re-enrolled except under a qualifying event as described above, or during the annual open enrollment period.

The insurance incentive is paid to the employee via payroll and subject to payroll taxes.

The incentive is conditional on review at each renewal period. Information will be provided to employees during annual benefit meetings or contact the Office Manager for details."

Ms. Smith noted there are currently seven (7) participants who opt-out. The Board advised they wished to continue the incentive program.

Director Ascheman discussed the new rugby fields in Sunset Hills and the potential for call issues. He noted there are certain groups not happy with the new proposed fields and cited potential for accidents and injuries. There was discussion about how similar events are handled with World Wide Technology Park and like events.

# Meeting of the Board of Directors

May 6, 2020

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#### **NEXT MEETING DATE**

Wednesday, May 20, 2020 at 4:00 p.m.

#### **ADJOURNMENT**

There being no further business before the Board of Directors, at 4:37 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

#### FENTON FIRE PROTECTION DISTRICT

#### MEETING OF THE BOARD OF DIRECTORS

May 20, 2020

Page 1 of 6

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 Aaron Schlipman Deputy Chief of EMS 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. Aaaron 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

#### FENTON FIRE PROTECTION DISTRICT

# MEETING OF THE BOARD OF DIRECTORS

May 20, 2020

Page 2 of 6

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:

	Balance as of 05/6/20	Balance as of 05/20/20
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

# FENTON FIRE PROTECTION DISTRICT MEETING OF THE BOARD OF DIRECTORS

# May 20, 2020

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		1 age 3 of 0
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 Ascheman 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 2<sup>nd</sup> Amended PSA. Attorney Wolfe advised the District not to sign the Agreement as all contingencies were waived and Earnest Money was involved in that 2<sup>nd</sup> 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.

# FENTON FIRE PROTECTION DISTRICT MEETING OF THE BOARD OF DIRECTORS

May 20, 2020

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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.

# FENTON FIRE PROTECTION DISTRICT

# MEETING OF THE BOARD OF DIRECTORS

May 20, 2020

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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 Ascheman 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 Ascheman to adjourn the regular Board meeting. The motion was approved and unanimously carried 3-0.

# FENTON FIRE PROTECTION DISTRICT MEETING OF THE BOARD OF DIRECTORS May 20, 2020

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Respectfully submitted and attested to by:

Beth L Viviano, Chairwoman

Jennifer Grimes, Treasurer

Tom Ascheman, Secretary

# Meeting of the Board of Directors

June 3, 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, 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 Kimberly Smith

Fund Actuary
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.

# Meeting of the Board of Directors

June 3, 2020

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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>	Balance as of 5/20/20	Balance as of 6/3/20
General	\$15,529,915.30	\$14,0255,240.79
Ambulance	\$4,377,917.07	\$4,715,187.70
Dispatch	\$611,648.81	\$695,868.09
Pension	\$23,983.24	\$202,642.03
Capital Projec	t	
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.

# Meeting of the Board of Directors

June 3, 2020

Page 3 of 5

#### **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 Ascheman 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 Ascheman 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

# Meeting of the Board of Directors

# June 3, 2020

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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.

# Meeting of the Board of Directors

June 3, 2020

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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

Vennifer Grimes Treasurer

Tom Ascheman, Secretary

# Meeting of the Board of Directors

#### June 24, 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 24, 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 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
Rick Rognan District Accountant
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 June 3, 2020 were presented and it was

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

# Meeting of the Board of Directors

June 24, 2020

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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>	Balance as of 6/3/20	Balance as of 6/17/20
General	\$14,041,814.49	\$13,245,551.64
Ambulance	\$4,796,286.36	\$4,888,457.33
Dispatch	\$698,144.81	\$482,126.55
Pension	\$202,642.03	\$203,795.54
Capital Projec	t	
2019	\$16,243,331.41	\$16,236,823.41
Debt Services	\$1,332,459.16	\$1,334,363.53
HRA	\$4,339.26	\$3,565.46
FSA	\$16,486.88	\$18,261.52
Covid-19	\$19,129.57	\$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.

# Meeting of the Board of Directors

June 24, 2020

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#### **OLD BUSINESS**

Chris Thiemann, Fire Marshal, provided a construction update for House 3, House 2 and House 1. The footings for House 3 are complete, cinder block walls are under construction and plumbing work has started. At the House 2 site grading and fill work continue, excavation has begun on the adjacent property and the new roadway. The front office reception area at House 1 is progressing. The only item left to complete the project is the installation of the new glass at the entry with a door for plans to fit through. The project is expected to be finished within the next couple of weeks.

Chris Thiemann then informed the Board of Directors about other building construction within the District. Construction continues at Friendship Village. Delmar Gardens is preparing to build an additional building with 130-160 beds. Further updates included discussions regarding hotels and other potential new buildings.

Dan McClaughlin, District Attorney, spoke to the State Board of Mediation process and necessary documentation to address the Battalion Chief position within the union bargaining unit. No action was required during tonight's Board Meeting. The Letter of Acceptance will be prepared for the next regularly scheduled Board Meeting.

#### **NEW BUSINESS**

#### ACCOUNTANT'S REPORT

Rick Rognan, District Accountant, discussed the proposed 2019 Amended Budget. Mr. Rognan reviewed the actual amount received or expensed, the 2019 budgeted amount, and the proposed adjustment for each of the District Funds. Revenue accounts are revised to match the actual funds received and expense category adjustments are only proposed for those accounts that are spent in access of the budgeted amount.

Moved by Director Grimes, and seconded by Director Ascheman to approve the Amended 2019 Budget described in the attached report. Motion passed and unanimously carried 3-0. A copy of the Amended 2019 Budget is attached hereto and made a part hereof these minutes.

Rick Rognan then reviewed the District's reserves as of December 31, 2019. General Accounting Standards Board (GASB) allows for a portion of fund balances to be ear marked for future contingencies. The recommendation is to assign from the 2019 general fund balance \$3,000,000

# Meeting of the Board of Directors

#### June 24, 2020

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for the purpose of future appropriations, \$3,000,000 for future pension obligations, \$3,000,000 for emergency preparedness and \$2,000,000 for equipment and vehicle replacement.

*Moved by Director Grimes, and seconded by Director Ascheman* to accept the assigning of the 2019 general fund balances as listed above. Motion passed and unanimously carried 3-0. A copy of the recommended 2019 general fund appropriates is attached hereto and made a part hereof these minutes.

Rick. Rognan presented the Financial Report and Statements as of May 31, 2020. He indicated that with timing items the District used (34.49%) of the general fund budget, or was (7.21%) under budget year to date, or (\$619,848.00); and 36.87% of the ambulance fund budget, or was (4.83%) under budget year to date, or (\$174,317.00).

Mr. Rognan indicated that for the one (5) 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 \$2,631.616. The District has a reserve of \$12,635,689.00 compared to \$7,538,874.00 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 Ascheman* to accept and approve the report and financial statements of the District as of May31, 2020. Motion approved and unanimously carried 3-0.

The next item of new business, Chief Steitz addressed the request to RFP for the training tower for the new 2 House. The District has obtained the proper approvals from the City of Fenton to build the training tower. The training tower bid is separate from the other construction as a cost saving measure and there are only a couple of vendors in the country that sell these training structures. Deputy Chief Mueller has prepared the RFP and with the Board's approval ready to begin the process.

*Moved by Director Grimes, and seconded by Director Ascheman* to approve the RFP process for the training tower for the new 2 House. Motion approved and unanimously carried 3-0.

The last agenda item was a discussion regarding the July Board Meetings. Since Board Meetings are being held every other Wednesday, July was scheduled to have three meetings. After a

# Meeting of the Board of Directors

#### June 24, 2020

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discussion, it was decided to hold meetings on July 15 and 29, 2020, skipping the meeting planned for July 1, 2020. It was also determined that meetings would continue to be held via video conference for the foreseeable future.

Moved by Director Grimes, and seconded by Director Ascheman to approve holding only two Board Meetings in July on the 15 and 29. Motion approved and unanimously carried 3-0.

#### CHIEF'S REPORT

Chief Steitz conveyed personnel ran on three fires over the last couple of weeks. These included a mobile home fire in the Saline Valley Fire Protection District, a detached garage fire with the Eureka Fire Protection District and a commercial fire on Landmark Parkway in Sunset Hills. The building had a considerable amount of water damage due to activation of the fire sprinklers.

Chief Steitz reported about the Labor Management Meeting held earlier in the day to review and negotiate the first 13 articles of the CBA. Director Grimes attended and the meeting went well.

Chairwoman Viviano asked the status regarding the District's participation in the civil unrest protests. Chief Steitz expressed that task forces were dialed down from the previous week, but still could be activated if needed.

#### SHOP STEWARD'S REPORT

No report was provided.

#### **NEXT MEETING DATE**

Wednesday, July 15, 2020 at 4:00 p.m.

#### **ADJOURNMENT**

There being no further business before the Board of Directors, at 4:35 p.m., it was

Fenton Fire Protection District

# Meeting of the Board of Directors

# June 24, 2020

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*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

Jenniler Grimes Treasurer

Tom Ascheman, Secretary

# FENTON FIRE PROTECTION DISTRICT

#### MEETING OF THE BOARD OF DIRECTORS

July 15, 2020

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, July 15, 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

Joe Boushard

**Shop Steward** 

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 June 24, 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 June 24, 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 \$516,176.78. 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.

# FENTON FIRE PROTECTION DISTRICT MEETING OF THE BOARD OF DIRECTORS

**July 15, 2020** 

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#### 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 just over \$30,000.00. Balances since last meeting are:

	Balance as of 06/24/20	Balance as of 07/15/20
General	\$13,821,813.31	\$12,842,763.06
Ambulance	\$4,748,396.34	\$4,336,141.39
Dispatch	\$696,503.47	\$479,677.16
Pension	\$203,795.54	\$205,740.03
Capital Project 2019	\$16,243,318.41	\$16,074,630.69
Debt Services	\$1,334,363.53	\$1,337,822.50
HRA	\$3,565.46	\$1,246.94
FSA	\$18,261.52	\$21,578.47
COVID-19	\$19,129.57	\$19,131.14

after discussion of the Treasurer's Report, it was

Moved by Director Grimes and seconded by Director Ascheman 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. House 3 is ready for the steel to be done, the pad is poured and is on schedule for completion or maybe a little ahead. 2 House is finalizing details on the plan which should be going out for bid by August. The window at House 1 is all done. Work is still being done on other projects and an email was circulated detailing the project work.

# FENTON FIRE PROTECTION DISTRICT MEETING OF THE BOARD OF DIRECTORS

# July 15, 2020

Page 3 of 4

Chief Steitz then discussed Resolution No. 2020-04 regarding the District bargaining unit and the change where Battalion Chiefs are no longer in the union. All Directors previously reviewed the Resolution several times each and it was read at the meeting by Director Viviano. After a brief discussion it was

Moved by Director Grimes and seconded by Director Ascheman to adopt the Resolution as presented. The motion was approved and unanimously carried 3-0. The Resolution will be signed by Chairwoman Viviano and Secretary Ascheman.

#### **NEW BUSINESS**

Chief Steitz discussed the Collateralization Report. All banks that currently have funds invested by the District for amounts in excess of the \$250,000.00 FDIC coverage limits provided collateralization reports. This information verifies the deposited funds are 100% collateralized. As of June 30, 2020, the amount of funds protected by FDIC insurance was \$503,689.34.

#### **CHIEF'S REPORT**

Chief Steitz reported the District assisted on four (4) working structure fires on July 4, 2020. All were out of the District. Different units responded at different times, did a great job and there were no injuries. Before July 4, the District assisted on a structure fire in Eureka, Missouri. It was an unusual situation with a hidden fire which was difficult to extinguish. Battalion Chief Mike Martin recognized the severity of the problem, pulled the crews out of the building and using positive pressure ventilation was able to locate the fire and extinguish it. It was extremely hot that day and some other district firefighters were overcome by the heat. All Fenton firefighters made it through the fire and there were no injuries. There was also a tractor trailer fire at Estes Company in Fenton with aerosol cans in the trailer and it was extinguished.

Chief Steitz also spoke on the promotion article in the collective bargaining agreement (CBA), Article 42. It has been completed and is ready for review by legal. At the next Board meeting it will be reviewed and if accepted the Board will sign off and it will added to the CBA. Contract negotiations between the firefighters and the District are going well and moving forward. There was also one District employee who tested positive for COVID. The employee was quarantined per CDC guidelines.

Assistant Chief Kaminski stated she and Chief Mueller are working on the District testing for the promotional process.

# FENTON FIRE PROTECTION DISTRICT

#### MEETING OF THE BOARD OF DIRECTORS

July 15, 2020

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#### SHOP STEWARD REPORT

Joe Boushard reported the contract negotiations are going well but have been slowed recently by the COVID pandemic.

#### **PUBLIC COMMENT**

There was no public comment at this time.

Director Ascheman then questioned items on the Billing Report which related to civil unrest. He asked if the District might receive any type of reimbursement for these costs. Chief Kaminski responded that because there was no declaration of disaster the District would not be in line for any type of reimbursement. However, Chief Kaminski has kept receipts to support the charges in case the situation changes in the future.

#### NEXT BOARD MEETING DATE

Wednesday, July 29, 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 Ascheman to adjourn the regular Board meeting. The motion was approved and unanimously carried 3-0.

Respectfully submitted and attested to by:

Beth L Viviano, Chairwoman

Tom Ascheman, Secretary

# 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 Ascheman

Also present was:

Tom Steitz

**District Chief** 

Romona Kaminski

District Assistant Chief

Chris McCarthy Chris Thiemann

Deputy Chief of EMS
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 Ascheman to approve the minutes of the regular meeting held July 15, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

June 24, 2020

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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>	Balance as of 7/15/20	Balance as of 7/29/20
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 Projec	t	
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.

# Meeting of the Board of Directors

June 24, 2020

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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).

# Meeting of the Board of Directors

# **June 24, 2020**

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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.

# Meeting of the Board of Directors

June 24, 2020

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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.

**Fenton Fire Protection District** 

# Meeting of the Board of Directors

# June 24, 2020

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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

# Meeting of the Board of Directors

# August 12, 2020

Page 1 of 6

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") held on Wednesday, August 12, 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 Ascheman

# 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

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 29, 2020 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held July 29, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

#### August 12, 2020

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$630,387.78. 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>	Balance as of 7/29/20	Balance as of 8/12/20
General	\$12,750,201.61	\$12,426,278.03
Ambulance	\$4,364,685.33	\$4,159,166.72
Dispatch	\$479,932.97	\$473,062.40
Pension	\$205,740.03	\$205,786.25
Capital Projec	t	
2019	\$16,177,929.26	\$15,203,297.51
Debt Services	\$1,337,822.50	\$1,338,425.14
HRA	\$4,624.62	\$3,896.32
FSA	\$10,874.86	\$9,149.14
Covid-19	\$19,131.14	\$19,112.87

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.

# Meeting of the Board of Directors

# August 12, 2020

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#### **OLD BUSINESS**

Chris Thiemann, Fire Marshal, provided a construction update for House 3 and House 2. He began by presenting the Board of Directors a series of photos of House 3 illustrating the construction progress. A majority of the trusses are in place and expecting to have the structure under roof within the next couple of weeks. The project workflow continues to be on or even a bit ahead of schedule.

Chris Thiemann next showed the Board of Directors pictures of the excavating work at the new headquarters building site. He also reviewed design layout options for the Board Room. The design graphics are to be emailed to the Directors for further considerations.

Chris Thiemann and Deputy Chief McCarthy discussed issues at Solstice Senior Living. After working with several administrators at this facility over the years, the situation is declining again. The main problems are residents living there are unable to self-evacuate in the event of a fire and the location is not staffed on a 24-hour basis. Solstice Senior Living is an apartment complex and not considered an assisted living facility. Recently the State was engaged to execute an investigation, which could force the facility to become licensed to provide the proper care or move the residents who require more care to other locations. Further discussion ensued regarding patient safety and means for processing these types of situations.

Chris Thiemann discussed the solar considerations for the engine houses. Chris Thiemann continues to investigate the affordability of solar options. House 1 may be viable pending the state of the roof. Warranty work was completed on the roof at House 1 in 2014. A contractor may need to access the roof to see if it is in good enough condition to install the solar panels. The current rebates on new construction are very low and it would take a considerable amount of time to recoup the cost savings. It may be best for the new engine houses, to wire them for solar panels and see about future rebate programs.

Chris Thiemann presented a list of businesses that are potentially building facilities at Fenton Logistic Park: Wally's Travel Center, Grey Eagle Distributing with a 238,640square foot building and 180,000 square foot Amazon Distribution Center.

#### **NEW BUSINESS**

The first item of new business is the recommendation for the purchase of the Class A/B Live Fire 3 Story 4 Level Training Tower. Deputy Chief Mueller and the Training Committee reviewed

# Meeting of the Board of Directors

# August 12, 2020

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the proposal and it meets the parameters of the specifications. The cost of the Live Fire Training Tower is \$627,125.00.

Moved by Director Grimes and seconded by Director Ascheman to approve the purchase of the Class A/B Live Fire 3 Story 4 Level Training Tower as recommended for the cost of \$627,125.00. Motion approved and unanimously carried 3-0.

Battalion Chief Watkins presented his quarterly update for C Shift. He reviewed the number of calls and training hours completed over the course of 2020. Jim Watkins talked about the status of several crewmembers and mid-year crew changes. Jim Watkins leads the Apparatus Committee. He showed the Board of Directors a photo of the new Quick Attack apparatus put in service recently and personnel are training to become familiar with the unit. The old 1329 unit is listed for sale on GovDeals with eight days left on the auction. He talked about the specifications the Apparatus Committee is finalizing in preparation for approval of bidding a new aerial device. Jim Watkins is evaluating turn out gear vendors and the different styles of gear available. The last item reported was the filing of a grant application with Missouri Employer's Mutual for the purchase of patient lift assist systems in the amount of \$7,600. The grant is a 50/50 match program.

#### CHIEF'S REPORT

Chief Steitz reported significant calls over the last two weeks. These included a vehicle rescue with a person trapped, an assist to Kirkwood Fire Department on a house fire and the two storm days kept the crews busy with an increase in storm related incidents including a couple of lighting strike calls.

Chief Steitz reported the property the District looked into buying in Sunset Hills was not likely to work out. A conversation ensued regarding other possible sites in Sunset Hills to build a new engine house to replace House 4.

Chief Steitz reported about the Labor Management Meeting held earlier in the day via Zoom. A closed session will be held during the August 26<sup>th</sup> Board Meeting for CBA Negotiations.

Deputy Chief McCarthy conveyed the good news about this year's ambulance purchase. He received a surprise phone call that the ambulance is in production and in late August to early September will be ready for inspection. The apparatus is now scheduled to arrive in September.

# Meeting of the Board of Directors

# August 12, 2020

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With the addition of the new ambulance and trade in of an older unit, all the ambulances in the District will look the same.

Assistant Chief Romona Kaminski reported about the compassion of a couple of the District's personnel. Stephanie Stegman (Spaniol) and Brad Jokerest went above and beyond to support the Kinloch Fire Department community. Arlydia Bufford is a volunteer firefighter with the Kinloch Fire Department who was injured during a shooting at Applebees earlier this year. Stephanie reached out to the Kinloch Fire Department to help organize a parade for Arlydia the day she went home from the hospital. Stephanie, with the assistance of Brad Jokerest, had t-shirts made with the proceeds donated to Arlydia Bufford. The Kinloch Fire Department and the injured volunteer firefighter were all very touched by the outpouring of support from the fire community.

Chairwoman, Beth Viviano, inquired about the plan to spend the COVID-19 funding. Deputy Chief McCarthy explained about his hesitation in expensing the funding at this time due to a change in auditing requirements. The Federal audit reporting initially was required for organizations receiving over \$100,000 in funding was reduced this week to \$10,000. Possible uses could be replacement for lost ambulance fee revenues for the decrease in call volume, PPE initiatives or emergency management supplies.

#### SHOP STEWARD'S REPORT

Joe Boushard, Shop Steward, discussed the progress made in the CBA negotiations meeting earlier in the day. The group will begin with Article 30 at the next meeting. Joe Boushard expressed his appreciation to Chris Thiemann and Chris McCarthy for their efforts in correcting the issues with Solstice Senior Living.

#### **NEXT MEETING DATE**

Wednesday, August 26, 2020 at 4:00 p.m.

# Meeting of the Board of Directors

# August 12, 2020

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## **ADJOURNMENT**

There being no further business before the Board of Directors, at 4:58 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

# Meeting of the Board of Directors

# August 26, 2020

Page 1 of 6

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, August 26, 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 Ascheman

# 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
Aaron Schlipman
Rick Rognan
District Legal Counsel
Fund Pension Consultant
District Accountant

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

## PENSION REPORT

Mr. Aaaron Schlipman of Lockton Financial Advisors reviewed the second quarter District Pension Plan performance. Mr. Schlipman first summarized the status of the economy. Both the unemployment and underemployment rate have increased over the last quarter. Interest rates from a Treasury Yield perspective are at historic lows and not expected to rebound for about 18 months. Volatility scores also doubled over the last quarter. Uncertainty surrounding the coronavirus pandemic is causing market volatility. Stock market losses that took place in the first quarter have almost all been recovered in the second quarter causing a V shaped market curve.

# Meeting of the Board of Directors

# August 26, 2020

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The District's asset allocations versus the IPS shows investment returns well within range and even outperforming the benchmarks.

Mr. Schlipman then discussed two Large Cap Value Funds that are providing the same function within the investment portfolio and his recommendation to combine them into a different Large Cap Value investment. The DFA US Large Cap Value fund has been on the watch list for the last year and is still underperforming. The Invesco Diversified Dividend R6 fund is performing inconsistently. Mr. Schlipman recommends moving away from these two funds and investing the monies in the Putman Equity Income R6 Fund. The Putman fund is finishing in the top quantiles the majority of the time. Further discussion took place regarding the overall performance of the Putman Equity Income R6 Fund. Mr. Schlipman also advised within the next few weeks he will be evaluating the market and looking to move a portion of the Gains Equity Portfolio to the Fixed Asset portfolio in preparation for future market volatility.

Moved by Director Grimes, and seconded by Director Ascheman to approve the recommendation of the District's Pension Fund Manager to remove both the DFA US Large Cap Value and Invesco Diversified R6 from the investment portfolio and add the Putman Equity Income R6 fund. Motion approved and unanimously carried 3-0.

### **APPROVAL OF THE MINUTES**

The minutes from the regular meeting held August 12, 2020 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held August 12, 2020. Motion approved and unanimously carried 3-0.

#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$630,387.78. 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.

# Meeting of the Board of Directors

## August 26, 2020

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## 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>	Balance as of 8/12/20	Balance as of 8/26/20
General	\$12,466,270.62	\$12,256,206.35
Ambulance	\$4,251,191.20	\$4,186,098.40
Dispatch	\$477,882.69	\$474,199.99
Pension	\$205,786.25	\$207,841.51
Capital Projec	t	
2019	\$15,603,301.27	\$15,099,998.94
Debt Services	\$1,338,425.14	\$1,340,870.35
HRA	\$3,896.32	\$3,627.37
FSA	\$9,149.14	\$9,183.36
Covid-19	\$19,112.87	\$19,132.87

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.

#### **OLD BUSINESS**

Chris Thiemann, Fire Marshal, provided a construction update for House 2 and House 3. During the excavation of the ground at House 2, they came across some bad soils that need to be replaced with good fill. The District will not incur any cost for the fill replacement. Shannon and Wilson continues to check the soil and ensure compaction requirements are being met. Their organization also tested the area where the replacement fill was being farmed for contaminants. The fill replacement should be completed within the next couple of weeks and ready for the survey. The survey is the last piece prior to starting the bid proposal process for the new House 2.

House 3 continues to progress ahead of schedule. The trusses are up, Lawlor has started applying plywood for the roof and the majority of block work is complete.

# Meeting of the Board of Directors

# August 26, 2020

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Chris Thiemann had one follow up question from the last Board Meeting for the Board of Directors regarding the preferred layout for the Board Room. The Directors agreed they all favored the half door layout option. Chris Thiemann stated that he would have the plans updated with that design option.

### **NEW BUSINESS**

### ACCOUNTANT'S REPORT

Mr. Rognan discussed the Fire District Public Hearing Notice and confirmed the September 23, 2020 hearing date was agreeable to the Board. The purpose of the hearing is to discuss the tax rate set to produce revenues for the District. Mr. Rognan also expressed his concern to the Directors regarding less tax funding in the coming years as commercial businesses and retailers reinevent their business practices due to changes brought about by the pandemic. The strong reserve built up over the last couple of years will help to get the District through the funding short falls.

Rick Rognan presented the Financial Report and Statements as of July 31, 2020. He indicated that with timing items the District used (52.50%) of the general fund budget, or was (5.80%) under budget year to date, or (\$498,630.00); and (54.90%) of the ambulance fund budget, or was (3.50%) under budget year to date, or (\$122,708.00).

Mr. Rognan indicated that for the one (7) month period year versus last year, the District had \$277,694.00, or 3.02% more in tax revenue and miscellaneous and bond refinancing income. The District had revenue over expenditures in the amount of \$79,072.00. The District has a reserve of \$12,933,499.00 compared to \$10,137,018 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 Ascheman to accept and approve the Public Hearing Notice for September 23, 2020 and financial statements of the District as of July 31, 2020. Motion approved and unanimously carried 3-0.

Battalion Chief Anderson presented his quarterly update for C Shift. He discussed ways his crew is coping with the challenges brought on by the COVID-19 pandemic and civil unrest. Andy Anderson talked about the status of members of his crew who completed their probationary process, the retirement of an employee and the addition of a new person to his crew. He reported on his involvement in maintaining the District's hazmat equipment, overseeing the

# Meeting of the Board of Directors

# August 26, 2020

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hazmat training of our personnel and working with the St. Louis County Hazmat Team. He finalized his report by explaining how the new 1329 was used in response to a fire incident.

### **CHIEF'S REPORT**

Chief Steitz briefly reported about the continued positive progress of the CBA negotiations.

A discussion ensued regarding new equipment purchases, like the quick attack apparatus, along with the new engine houses and the possible positive effects on workers compensation renewal and ISO rating.

Chief Steitz informed the Board about the sale of the old 1329. Battalion Chief Watkins placed a reserve of \$15,000.00 and the apparatus sold for \$24,7000.00. The unit was purchased by a District in southern Arkansas who picked up the truck last Sunday. In 2020, the total amount received for the sale of older apparatus is approximately \$40,000.00.

Lastly, Chief Steitz discussed training with members of the Tri-County Training Consortium. The District's decided to restart training amongst the members of the Consortium via Zoom sessions.

#### 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.

#### **NEXT MEETING DATE**

Wednesday, September 9, 2020 at 4:00 p.m.

There being no further public comment or further business, at 5:23 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021 (9) RSMo. After discussion, it was

Moved by Director Ascheman and seconded by Director Viviano to go into Closed Session for purposes of privileged communications and personnel to Section 610.021 (9) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman - yea.

# Meeting of the Board of Directors

# August 26, 2020

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At 6:27 p.m., Director Ascheman 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 6:28 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

# Meeting of the Board of Directors

## September 9, 2020

Page 1 of 4

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, September 9, 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 Ascheman

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

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 August 26, 2020 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held August 26, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

## September 9, 2020

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### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$118,011.70. 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>	Balance as of 8/26/20	Balance as of 9/09/20
General	\$12,256,206.35	\$11,986,826.18
Ambulance	\$4,186,098.40	\$4,090,182.43
Dispatch	\$474,199.99	\$473,584.90
Pension	\$207,841.51	\$209,260.50
Capital Projec	t	
2019	\$15,099,998.94	\$15,044,308.43
Debt Services	\$1,340,870.35	\$962,985.21
HRA	\$3,627.37	\$3,534.19
FSA	\$9,183.36	\$8,801.97
Covid-19	\$19,132.87	\$19,134.55

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.

# Meeting of the Board of Directors

# September 9, 2020

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#### **OLD BUSINESS**

Chris Thiemann, Fire Marshal, provided a construction update for House 3 and House 2 He began by discussing a couple of obstacles in the construction progress. The first is a shortage in plywood to finish the roof. Due to manufacturing plants closing for a period during the pandemic and building projects restarting, there is a shortage. This could possibly delay progress if materials are not available within the next three weeks. Chris Thiemann also discussed an issue with the roofing shingles and possible alternatives. He then walked the Board of Directors through a series of photos of House 3 to illustrate the construction progress. He offered to take the Board Members on a tour of the construction site.

Chris Thiemann showed a series of plan layouts of Fenton Logistics Park to explain businesses that are planning to build, their locations and future property considerations.

Chris Thiemann went on to discuss a couple other of large construction projects including an expansion of Delmar Gardens. Further conversation took place regarding the expansion and the construction crossing over the county boundary into Jefferson County.

#### **NEW BUSINESS**

Deputy Chief McCarthy updated the Board of Directors regarding the accreditation process. He provided information about the beneficial training class attended in January by Lieutenant DiMercurio, Private Mueller and himself. Initially, this plan was to be presented to the Board of Directors earlier this year, but was delayed by the upheaval brought on by the pandemic. Chris McCarthy shared worksheets to illustrate the workflow and goals in preparation of the 2021 Compliance Report and 2022 Peer Site Committee Review.

#### CHIEF'S REPORT

Chief Steitz relayed information about significant fires that occurred over the last couple of weeks. One was an assist to the High Ridge Fire Protection District for a garage fire that the crews were on the scene the majority of the evening and early morning hours. The second was a garage fire on Summit Court with a dog rescue. The resident who noticed the fire and called 911 was appreciative of the professionalism and caring of the crews that were on scene. Other calls included an oven fire contained to the kitchen and an attic fire in Kirkwood.

Assistant Chief Kaminski spoke about a special parade the District did for Mrs. Thomas, a resident and friend of the District, for her 87<sup>th</sup> birthday.

# Meeting of the Board of Directors

## September 9, 2020

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### SHOP STEWARD'S REPORT

Joe Boushard, Shop Steward, commented on the Community Outreach's efforts to hold the pink shirt sales this year.

#### **NEXT MEETING DATE**

Wednesday, September 23, at 4:00 p.m.

#### **ADJOURNMENT**

There being no further public comment or further business, at 4:52 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021 (9) RSMo. After discussion, it was

*Moved by Director Ascheman and seconded by Director Viviano* to go into Closed Session for purposes of privileged communications and personnel to Section 610.021 (9) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman - yea.

At 6:22 p.m., Director Ascheman 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 6:23 p.m., it was

Beth L. Viviano, Chairwoman

Jennifer Grimes, Treasurer

Tom Aschemán, Secretary

# Meeting of the Board of Directors

# **September 23, 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, September 23, 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 4:04 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 Division Chief - District Fire Marshal

Chris McCarthy Deputy Chief of EMS

Joe Boushard Shop Steward

Steve McKinney Assistant Shop Steward Rick Rognan District Accountant

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 September 9, 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 September 9, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# September 23, 2020

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$971,868.51. 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, Debt Service, HRA, FSA and COVID-19 Funds. Balances since last meeting are:

## <u>Simmons</u>

<u>Fund</u>	Balance as of 9/9/20	Balance as of 6/3/20
General	\$11,986,826.18	\$11,615,480.14
Ambulance	\$4,090,182.43	\$3,900,388.76
Dispatch	\$473,584.90	\$469,069.51
Pension	\$209,260.50	\$209,260.50
Capital Projec	t	
2019	\$15,044,308.43	\$14,389,155.07
Debt Services	\$962,985.21	\$962,985.21
HRA	\$3,534.19	\$2,677.03
FSA	\$8,801.97	\$8,172.75
Covid-19	\$19,134.55	\$19,134.55

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.

# Meeting of the Board of Directors

# September 23, 2020

Page 3 of 5

### **OLD BUSINESS**

Division Chief, Chris Thiemann presented the Board with an update on Stations #2 and #3 and provided pictures of the same. He advised that Station #3 is under roof. He further reported the shingles issue has been resolved with a new shingle with a 50-year warranty having been found from a different manufacturer at the same price. Division Chief Thiemann believes interior work should begin next week and we are still on track for a March 2021 move-in date.

As for Station #2 the fill is approximately three (3) to four (4) feet away from the agreed to 449' finished grade from seller. Division Chief Thiemann advised the District will add the additional fill within the next few weeks and then a survey will be ordered. He believes the project will be ready to go to bid in approximately three (3) weeks.

#### **NEW BUSINESS**

Rick Rognan, District Accountant, presented the Board with the Post Board of Equalization (BOE) 2020 tax rates. He noted commercial was up \$7,359,874.0 or .77%, Personal Property up \$60,857.00, or .04%, for a total tax assessment of \$7,420,731.00, or .66%. The total tax rate for all funds is as follows: Residential 1.4450, up .0020, Agricultural 1.4440, up .0030, Commercial 1.4420, up .0040 and Personal Property 1.5350, which stayed the same. The total impact to the 2021 budget is \$134,222.00, up .82% from last year.

Board Chairwoman asked for public comment. There being none, after discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to approve Resolution 2020-05 setting the 2020 tax rates. Motion passed and unanimously carried 3-0. A copy of the Public Hearing report is attached hereto and made a part hereof these minutes.

Mr. Rognan presented the Financial Report and Statements as of August 31, 2020. He indicated that with timing items the District used 58.65% of the general fund budget, or was (7.95%) under budget year to date, or (\$683,466.00); and 61.11% of the ambulance fund budget, or was (5.49%) under budget year to date, or (\$198,137.00).

Mr. Rognan indicated that for the eight (8) month period year versus last year, the District had \$271,035.00, or 2.90% more in tax revenue and miscellaneous and bond refinancing income. The District had \$94,499.00, or 1.32% more in expenditures. The District had revenue over

# Meeting of the Board of Directors

# **September 23, 2020**

Page 4 of 5

expenditures in the amount of \$176,536.00. The District has a reserve of 12.83 months compared to 11.46 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 August 31, 2020. Motion approved and unanimously carried 3-0.

The Board discussed moving some general fund monies to different investment accounts to earn a little more investment return. Mr. Rognan indicated the District has approximately \$16,000,000.00 and only needs \$4,000,000.00. He indicated the Board could take \$3,000,000.00 from the Ambulance Fund and \$8,000,000.00 to \$9,000,000.00 from the General Fund and move them to more aggressive investments. The Board authorized Kimberly Smith to research investment options.

BC Watkins and Martin next discussed the findings of the apparatus committee on the replacement of #1325 and related equipment. BC Watkins indicated that everything would be purchased with bond monies. He further noted that with regards to #1325 they considered bids from HGVC which was previously approved by the District's legal counsel. The committee is recommending a 100' Stick Aerial Tandem Axel Truck from Rosenbauer priced at \$1,220,288.00. There are two (2) early payment options of \$13,785 for the chassis and \$5,114 for the aerial. BC Martin discussed the recommendations relative to equipment. He noted that all current equipment is approximately twenty (20) years old from hoses, nozzles, rescue equipment, air bags, etc. In total, the cost is approximately \$46,000.00 for a total cost for truck and equipment of approximately \$1,246,000.00 with pre-pay options. Chief Steitz noted that approximately \$5,000,000.00 was budgeted for fleet replacement. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to accept the recommendations of the apparatus committee. Motion passed and unanimously carried 3-0.

#### CHIEF'S REPORT

Chief Steitz congratulated Chris Thiemann on his promotion to Division Chief.

# Meeting of the Board of Directors

## September 23, 2020

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Chief Steitz also reported on one (1) significant trash can fire at a vacant warehouse with exposures inside.

Chief Steitz next discussed the promotional process. He noted that Assistant Chief Kaminski and DC Mueller were working hard at the tabletops with oral interviews coming Thursday and Friday of this week.

Chief Steitz discussed his recent meeting with Martin Ghaffori concerning the remaining \$5,000,000.00 in bond monies. Mr. Ghaffori believes the Board should wait until June 2021 to go to sale. Chief Steitz indicated these monies would be used for Station #1 and remaining apparatus purchases.

#### SHOP STEWARD'S REPORT

Joe Boushard advised the Board that the labor-management committee was working with the Administration towards completing the new CBA.

#### **NEXT MEETING DATE**

Wednesday, October 7, 2020 at 4:00 p.m.

# **ADJOURNMENT**

There being no further business before the Board of Directors, at 5:12 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

# Meeting of the Board of Directors

## October 7, 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, October 7, 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 Ascheman

Also present was:

Tom Steitz District Chief

Romona Kaminski District Assistant Chief Daniel McLaughlin District Legal Counsel

Chris Thiemann Division Chief - District Fire Marshal

Chris McCarthy Deputy Chief of EMS

Joe Boushard Shop Steward

Tom Mueller Deputy Chief of Training

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 September 23, 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 September 23, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# October 7, 2020

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### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$434,046.82. 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, HRA and FSA Funds. Balances since last meeting are:

## Simmons

<u>Fund</u>	Balance as of 9/23/20	Balance as of 10/7/20
General	\$11,800,119.63	\$11,239,326.22
Ambulance	\$4,033,959.69	\$3,838,356.94
Dispatch	\$471,624.76	\$464,223.19
Pension	\$209,260.50	\$209,299.05
Capital Project	t	
2019	\$15,039,507.43	\$14,313,271.65
Debt Services	\$962,985.21	\$963,340.33
HRA	\$2,677.03	\$1,862.22
FSA	\$8,172.75	\$5,908.90
Covid-19	\$19,134.55	\$19,135.96

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.

# Meeting of the Board of Directors

## October 7, 2020

Page 3 of 5

Kim Smith indicated she was working with Rick Rognan on tracking the Covid-19 account, reviewing expenses and determining which expenses can be allocated.

Kim Smith updated the Board on the status of her interest rate research. She has researched rates at Alliance Bank, Commerce Bank and Simmons Bank. She noted that CDAR rates are below the regular interest rates which are not good in the least. Ms. Smith is continuing to familiarize herself with the Missouri Securities Investment Program to see if it fits within political subdivision investment guidelines. The Board directed Ms. Smith to continue her research and report back at the November meeting.

#### **OLD BUSINESS**

Division Chief Chris Thiemann presented the Board with an update on Stations #2 and #3 and provided pictures of the same. As for Station #2, the fill is at the agreed to 449' finished grade from seller and less than three feet from the needed 451'. Division Chief Thiemann advised the survey has been ordered for next week. He said the bid is almost complete and has a projected date of November 1, 2020 with a December return date. Division Chief Thiemann hopes to start construction January 2021.

Division Chief Thiemann advised that Station #3's stone work is almost complete and they are working on the exterior concrete. He believes we are still on track for a March 2021 move-in date.

#### **NEW BUSINESS**

Chief Steitz presented the quarterly collateralization report as of September 30, 2020. He noted \$753,698.97 was FDIC insured.

## **CHIEF'S REPORT**

Chief Steitz also reported on one (1) significant vehicle accident at Hwy 44 and Antire Rd. He noted there were not any reportable injuries.

Chief Steitz next advised the Board St. Louis County acknowledged receipt of all necessary tax forms for the 2020 tax rate.

# Meeting of the Board of Directors

## October 7, 2020

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Chief Steitz reported the promotional process went well last week. He noted it was fair and equitable.

Deputy Chief McCarthy reported the ambulance inspection trip went well and the ambulance should be delivered within two (2) weeks. He advised the District is all caught up on its ambulance replacement schedule with no perceived purchases in 2021.

#### **NEXT MEETING DATE**

Tuesday, October 21, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:23 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 Ascheman to go into closed session for purposes of personnel to Section 621.021 (1) and (3) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 5:12 p.m. Director Griems moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

The Board announced the promotion of Joe Boushard to the position of Lieutenant.

# Meeting of the Board of Directors

October 7, 2020

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## **ADJOURNMENT**

There being no further business before the Board of Directors, at 5:15 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

## Meeting of the Board of Directors

## October 21, 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, October 21, 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 Ascheman

## Also present was:

Tom Steitz District Chief

Romona Kaminski District Assistant Chief
Chris McCarthy Deputy Chief of EMS
Chris Thiemann Division Chief-Fire Marshal

Joe Boushard Shop Steward

Steve McKinney Assistant Shop Steward
Daniel McLaughlin District Legal Counsel
Rick Rognan District Accountant
Kimberly Smith Office Manger

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 October 7, 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 October 7, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# October 21, 2020

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$790,969.42. 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>	Balance as of 10/7/20	Balance as of 10/21/20
General	\$11,495,298.33	\$10,870,045.80
Ambulance	\$3,928,367.83	\$3,734,637.38
Dispatch	\$469,210.15	\$462,053.66
Pension	\$209,299.05	\$210,056.53
Capital Projec	t	
2019	\$14,391,915.92	\$13,838,425.83
Debt Services	\$963,340.33	\$964,611.43
HRA	\$1,862.22	\$1,862.22
FSA	\$5,908.90	\$3,553.08
Covid-19	\$19,135.96	19,135.96

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.

Following the Fire Chief's review of the Treasurer's Report, Kimberly Smith, Office Manager, reported to the Board of Directors regarding her additional bank rate research.

# Meeting of the Board of Directors

## October 21, 2020

Page 3 of 6

After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to invest in CD's with Simmons Bank, based on the recommendations of Kimberly Smith and Rick Rognan, District Accountant, of up to \$8,000,000 from the General Fund and \$3,000,000 from the Ambulance Fund. Motion approved and unanimously carried 3-0.

#### **NEW BUSINESS**

#### ACCOUNTANT'S REPORT

Rick Rognan, District Accountant, began the conversation by advising the Board of Directors the CD purchases will need to have collateralization pledged against them by Simmons Bank. Kimberly Smith confirmed that Simmons Bank already has the required collateralization reserved for the District's funds to move forward with the purchases.

Rick Rognan presented the Financial Report and Statements as of September 30, 2020. He indicated that with timing items the District used 64.76% of the general fund budget, or was (10.24%) under budget year to date, or (\$880,339.00); and 67.34% of the ambulance fund budget, or was (7.66%) under budget year to date, or (\$276,454.00).

Mr. Rognan indicated that for the one (9) month period year versus last year, the District had \$256,742.00 more in tax revenue and miscellaneous and bond refinancing income. The District had revenue over expenditures in the amount of \$982,574.00. The District has a reserve of \$13,171,144.00 compared to \$10,390,013.00 last year. Mr. Rognan discussed the reserves built over the last couple of years, places the District in a good financial position to survive the potential revenue shortfalls forecasted for the next couple of years due to the pandemic.

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 September 30, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

## October 21, 2020

Page 4 of 6

#### **OLD BUSINESS**

Chris Thiemann, Division Chief, provided a construction update for House 3 and House 2. He began by walking the Board of Directors through a few of photos of House 3 to illustrate the construction progress. The interior work has begun. The pictures showed ceiling drywall and the engine bay floor prepared for concrete. The majority of the exterior construction is complete. Chris is working with the contractors for permits and placement of the signs at House 3. The contractor is going to file for permits with St. Louis County expecting them to be rejected. St. Louis County only allows two signs on a building in a residentially zoned area. House 3 has a total of four signs for identification purposes. The District may need to file a variance or speak with the City's Counsel for the additional two signs. House 3 is progressing on schedule. The crews stationed at the old House 3 are organizing and preparing for the move to the new engine house next Spring.

Chris Thiemann then informed the Board of Directors about House 2. The site survey is taking a little bit longer than anticipated, but the goal is still to start the bid process the beginning of November.

#### CHIEF'S REPORT

Chief Steitz described several house and brush fires occurring over the last couple of weeks. Crews ran on two mutual aid house fires, one in Valley Park and a second in High Ridge. The fire in Valley Park was Joe Boushard's first fire as an officer. On Saturday, crews were busy with brush fires. Crews were working a brush fire with the Eureka Fire Protection District threatening homes in the Legends subdivision while other units ran on a brush fire in Fenton behind O'Riley's auto parts. All calls went well with no reported injuries.

Chris Thiemann informed the Board of Directors about a TV interview with KSDK regarding the hazard warnings issued by the State of Missouri during the dry and windy conditions. Battalion Chief Martin and Chris Thiemann took part in the TV interview. A video is available on Channel 5's website.

Chief Steitz reported a Labor Management Meeting was held earlier in the day. The group met to finalize the remaining articles of the negotiation with the goal of having a new CBA in place by the end of the year.

# Meeting of the Board of Directors

## October 21, 2020

Page 5 of 6

Deputy Chief McCarthy spoke to the delivery of the new ambulance to House 2. Final preparations are being made with the goal of placing the new unit in service the beginning of November. All of the District ambulances are now the same color and the internal layouts are all the same. The ambulances will continue to be evaluated for replacement. The oldest unit was purchased in 2012 and the next ambulance purchase will probably not be until 2022. A discussion ensued regarding the District's current financial position, replacement schedules for equipment and apparatus, and new facilities compared to prior years.

# SHOP STEWARD'S REPORT

Joe Boushard, Shop Steward, conveyed his enthusiasm for the finalization of the CBA negotiations.

### **NEXT MEETING DATE**

Wednesday, November 4, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:40 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021 (3) and (9) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into closed session for purposes of personnel to Section 621.021 (3) and (9) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 5:41 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 5:42 p.m., it was

Moved by Director Ascheman, and seconded by Director Viviano to adjourn the meeting. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# October 21, 2020

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Respectfully submitted and attested to by,

Beth L. Viviano, Chairwoman

Jennsfer Grimes, Treasurer

Tom Ascheman, Secretary

# Meeting of the Board of Directors

## November 4, 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, November 4, 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
Chris McCarthy Deputy Chief of EMS
Chris Thiemann Division Chief-Fire Marshal

Joe Boushard Shop Steward

Steve McKinney Assistant Shop Steward Daniel McLaughlin District Legal Counsel

Kimberly Smith Office Manger

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 October 21, 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 October 21, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

### **November 4, 2020**

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#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$151,900.29. 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 discussed the purchases of two CD's. One for the General fund for \$8,000,000 and for the Ambulance fund \$2,800,000 at a rate of .50%. Chief Steitz then 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>	Balance as of 10/21/2020	Balance as of 11/4/2020
General	\$11,060,717.22	\$2,743,555.59
Ambulance	\$3,864,917.34	\$959,929.47
Dispatch	\$464,601.23	\$462,168.78
Pension	\$210,056.53	\$210,102.40
Capital Projec	t	
2019	\$14,313,271.65	\$13,840,920.24
Debt Services	\$964,611.43	\$965,032.98
HRA	\$1,862.22	\$5,829.38
FSA	\$3,553.08	\$3,246.22
Covid-19	\$19,135.96	\$19,137.32

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.

# Meeting of the Board of Directors

# November 4, 2020

Page 3 of 5

#### **OLD BUSINESS**

Chris Thiemann, Division Chief, provided a construction update for House 3 and House 2. He began by walking the Board of Directors through a few of photos of House 3 to illustrate the construction progress. The majority of the exterior work is completed and the interior framing and utility work has started. The Division Chief is very pleased with the quality of work Lawlor Construction is producing.

Chris Thiemann then informed the Board of Directors about House 2. The architects are putting together the engineering specifications for a traffic light and preparing the final touches to place this project out for bid. The goal is still to request bids in the month of November with a start date of January or February pending winter weather.

#### **NEW BUSINESS**

The first item of new business was a discussion regarding the logistics of having the signature cards signed for the two CD purchases from Simmons Bank Chief Steitz spoke of when reviewing the Treasurer's Report.

Chief Steitz presented the proclamation for the upcoming retirement of Captain Jerry Hughey on December 1, 2020. Chief Steitz explained the District is hoping to hold a small retirement ceremony following the necessary pandemic restrictions and guidelines.

## **CHIEF'S REPORT**

Chief Steitz informed the Board of Directors, the last couple of weeks have been busy in respect to major calls. Two motor vehicle accidents included a rescue with two peopled trapped occurred at 141 and Gregory Lane and a second incident involved a car that rolled off Highway 30 around the area of Mini Ha Ha Park. Mutual aid house fires involved a two alarm house and one alarm house fire assists to High Ridge Fire Protection District. Unit 1314 also responded to a house fire in Pacific and were the first crew to arrive on the scene because they were coming back from training at Tri-County Training Consortium.

The Administration is busy preparing documents for the upcoming ISO review in conjunction with ongoing efforts to work through the Accreditation process.

# Meeting of the Board of Directors

## November 4, 2020

Page 4 of 5

Deputy Chief, Chris McCarthy, told the Board of Directors about an unusual call involving a capuchin monkey. The responding crew attempted to reach out to resources with assistance in caring for a capuchin monkey who was choking. The crew was professional and approached the call in the same process and manner they would care for a human. Despite their efforts of the crew the monkey did pass.

Assistant Chief Kaminski informed the Board regarding a fire safety video put together by Private Brad Jokerest to disseminate to the schools, since the crews were unable to attend PR events during this year's fire prevention week.

#### SHOP STEWARD'S REPORT

Joe Boushard, Shop Steward, conveyed his thoughts in being really close to finalizing the Collective Bargaining Agreement negotiations. Joe Boushard also announced, during the last shop meeting, the unanimous vote to support Director Jennifer Grimes for another six year term.

### **NEXT MEETING DATE**

Wednesday, November 18, 2020 at 4:00 p.m.

There being no further public comment or further business, at 4:31 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021 (3) and (9) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into closed session for purposes of personnel to Section 621.021 (3) and (9) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 4:40 p.m. Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

The Board of Directors announced the promotion of Caleb Herrell to Captain as of December 1, 2020 and the approval to hire Mitchell Gartner.

# Meeting of the Board of Directors

# **November 4, 2020**

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# **ADJOURNMENT**

There being no further business before the Board of Directors, at 4:42 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

# Meeting of the Board of Directors

#### November 18, 2020

Page 1 of 6

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held on Wednesday, November 18. 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 Ascheman

# Also present was:

Tom Steitz District Chief

Romona Kaminski District Assistant Chief Chris McCarthy Deputy Chief of EMS

Chris Thiemann Division Chief-Fire Marshal

Joe Boushard Shop Steward

Steve McKinney

Daniel McLaughlin

Aaron Schlipman

Rick Rognan

Assistant Shop Steward

District Legal Counsel

Fund Pension Consultant

District Accountant

Kimberly Smith Office Manger

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 third quarter District Pension Plan performance. Mr. Schlipman provided a summary about the status of the economy. While the economy continues to recover, it is still contracted from a year ago and will likely remain so until the pandemic is under control. Unemployment improved, inflation rose slightly, but along with interest rates, it is forecasted to remain low for the foreseeable future. Mr. Schlipman then provided an update on market activity as it pertains to equities and bonds. The

# Meeting of the Board of Directors

### **November 18. 2020**

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retirement perspective outlook suggests traditional near-retiree re-balancing to bonds may not drive the income necessary for retirement. Asset allocation products and recommendations will need to adapt.

The Trustee Committee discussed how long VOYA has served as the Record keeper for the District's pension plan. Mr. Schlipman advised he would market these services with other providers to see what options may be available to the District.

An in depth discussion took place regarding Mr. Schlipman's recommendation to add a real estate product to the fund options. Mr. Schlipman compared three funds for the Trustee Committees to review. Those considered include: Cohen & Steers Real Estate Fund (CSZIX), Neuberger Berman Real Estate R6 (NRREX) and Nuveen Real Estate Securities R6 (FREGX). The fund is being added for future considerations, but no monies are being transferred at this time.

Moved by Director Grimes, and seconded by Director Ascheman the Trustee Committee approve the addition of the Cohen & Steers Real Estate Fund (CSZIX) to the fund line up. Motion approved and unanimously carried 5-0.

## APPROVAL OF THE MINUTES

The minutes from the regular and closed meeting held November 4, 2020 were presented. Chairwoman Viviano pointed out a spelling error in the regular minutes of the word "people" in the first paragraph of the Chief's Report and then it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular and closed meeting held November 4, 2020. Motion approved and unanimously carried 3-0.

### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$918,229.59. The list of bills is attached hereto and made a part hereof the minutes to the meeting. After discussion, it was

# Meeting of the Board of Directors

#### **November 18, 2020**

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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>	Balance as of 11/4/20	Balance as of 11/18/20
General	\$2,743,555.59	\$2,306,012.51
Ambulance	\$959,929.47	\$766,741.12
Dispatch	\$462,168.78	\$457,491.59
Pension	\$210,102.40	\$210,102.40
Capital Projec	t	
2019	\$13,889,108.86	\$13,257,943.63
Debt Services	\$965,032.98	\$965,032.98
HRA	\$5,829.38	\$5,829.38
FSA	\$3,246.22	\$5,070.39
Covid-19	\$19,137.32	\$0.00

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.

Following the Treasurer's Report Chairwoman Viviano requested a breakdown of the items expensed against the Bond Fund.

## **OLD BUSINESS**

Division Chief Thiemann provided an update on the construction projects. He began by presenting pictures of the House 2 site and the construction of the new road, which will run in front of the headquarters building.

Division Chief Thiemann then showed several pictures of House 3 illustrating drywall construction progress and how the multiple living spaces are beginning to take shape.

# Meeting of the Board of Directors

#### **November 18. 2020**

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#### ACCOUNTANT'S REPORT

Rick Rognan, District Accountant, presented the Financial Report and Statements as of October 31, 2020. He indicated that with timing items the District used 75.87% of the general fund budget, or was (7.43%) under budget year to date, or (\$638,762.00); and 75.74% of the ambulance fund budget, or was (7.56%) under budget year to date, or (\$272,844.00).

Mr. Rognan indicated that for the one (10) month period year versus last year, the District had \$210,132.00 more in tax revenue and miscellaneous and bond refinancing income. The District had revenue over expenditures in the amount of (\$186,880.00). The District has a reserve of \$13,260,475.00 compared to \$10,526,331.00 last year. Mr. Rognan discussed the reserves built over the last couple of years, places the District in a good financial position.

Rick Rognan provided the Board of Directors direction as to where they could obtain the bond fund expenses as listed in the monthly report.

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 October 31, 2020. Motion approved and unanimously carried 3-0.

#### **NEW BUSINESS**

The only item remaining for new business was the review of the annual Board of Director fees. The Directors indicated all seemed to be in order. Officer Manager, Kimberly Smith, notified the Board Members payment of this year's fees will be made via payroll on November 27, 2020.

### **CHIEF'S REPORT**

Chief Steitz initiated his report by reporting call volume remained busy over the past couple of weeks, but there were no significant calls to review.

Chief Steitz informed the Board of Directors the District received a grant for Missouri Employer's Mutual, worker's compensation insurance carrier, in the amount of \$3,800.00 for the purchase of 11 Bender Patient Lifts. The grant covers half the cost of the purchase totaling \$7,600.00. The purpose is to limit strain injuries of back, shoulder and knee.

# Meeting of the Board of Directors

#### **November 18, 2020**

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Chief Steitz apprised of a meeting with Greg Lottes with Lakenen Insurance regarding 2021 budget estimates of an increase in the cost of worker's compensation insurance of 12%. This estimate will be more refined as we approach renewal in June of next year.

Chief Steitz reported on other items such as the move up of a unit to the Affton Fire Protection District to cover while their personnel attended a funeral for one of their retired firefighters. Unit 1345 took part in a flag display for the passing of a member of the Rudder Family. The gentleman was a state trooper for 30 plus years.

Chief Steitz discussed a second grant the District received from Missouri American Water for \$1,200.00 to go towards the purchase of water related equipment.

Chief Steitz updated the Board of Directors about a meeting with the representative of ISO and reviewing the District's documents to retain the rating of 1. For the most part all is going well. The representative requested additional data from the Sunset Hills Police Department pertaining to Fenton Fire Protection District calls. Deputy Chief McCarthy is working on this request. We are hoping to hear back from ISO by the end of the year.

Chief Steitz reported the First Responder COVID level was upgraded to Level III. The change in levels places similar restrictions as the District was exercising early in Spring. This also caused modifications to the retirement gathering for Captain Hughey.

Chief Steitz conveyed Assistant Chief Kaminski and Deputy Chief Mueller are reviewing the results of the latest promotional process with the individual employees who participated in the process.

Chief Steitz explained the 2021 budget process in underway. The Board of Directors will receive a preliminary copy after the first Board Meeting in December in preparation for review at the December 16 meeting.

Chief Steitz provided one last update regarding the Station 2 construction project. The architect is receiving several calls about the upcoming bid process. Hopefully this results in many contractors and good proposals to review in the middle of January.

# Meeting of the Board of Directors

# **November 18. 2020**

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# **NEXT MEETING DATE**

Wednesday, December 2, 2020 at 4:00 p.m.

# **ADJOURNMENT**

There being no further business before the Board of Directors, at 5:23 p.m., it was

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

# Meeting of the Board of Directors

# December 2, 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, December 2, 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 Ascheman

Also present was:

Tom Steitz District Chief

Romona Kaminski District Assistant Chief Daniel McLaughlin District Legal Counsel

Chris Thiemann Division Chief - District Fire Marshal

Steve McKinney Shop Steward

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 November 18, 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 November 18, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

### December 2, 2020

Page 2 of 5

#### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$148,010.39. 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 Services, HRA and FSA Funds. Balances since last meeting are:

### Simmons

	<u>Fund</u>	Balance as of 11/18/20	Balance as of 12/2/20
	General	\$2,465,993.53	\$2,347,210.23
	Ambulance	\$916,122.64	\$693,880.64
	Dispatch	\$460,080.58	\$455,942.93
	Pension	\$210,102.40	\$210,144.02
Capital Project			
	2019	\$13,840,920.24	\$13,248,065.48
	<b>Debt Services</b>	\$965,032.98	\$965,415.30
	HRA	\$5,829.38	\$3,905.27
	FSA	\$5,070.39	\$4,238.14

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.

Chief Steitz presented Capital Bond Payment logs for the years 2018, 2019 and 2020. They will continue to update the 2020 log as well as the 2021 log as necessary.

# Meeting of the Board of Directors

### December 2, 2020

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#### **OLD BUSINESS**

Division Chief, Chris Thiemann presented the Board with an update on Stations #2 and 3 and provided pictures of the same. As for Station #2 the fill is at the agreed to 449' finished grade from seller and close to the needed 451'. Division Chief Thiemann advised the bid is almost complete and Arch Images is waiting on information from the Engineer. He believes it will still go out before Christmas with an anticipated March 2021 start date.

Division Chief Thiemann advised at Station #3's the contractor is continuing to work on the ceiling and roof of the hose tower and mudding and taping continues on the inside of the building. He advised the overhead doors are about one (1) week from delivery, but will not cause any delay. Division Chief Thiemann is still expecting an end of February 2021 completion date.

### **NEW BUSINESS**

Division Chief Thiemann presented a Hydrant Resolution for one (1) new hydrant at 1620 Smizer Mill Road. It essentially moves the public hydrant in front of Station #3, because at the completion of the project it would end up in the middle of the overflow lot. After discussion, it was

Resolved by Director Grimes, and seconded by Director Ascheman to adopt the Hydrant Resolution for 1620 Smizer Mill Road. Resolution passed and unanimously carried 3-0.

Division Chief Thiemann said he is also working with the water district to get a public hydrant near the training tower at Station #2.

# **CHIEF'S REPORT**

Chief Steitz reported on the COVID outbreaks at Chestnut and Friendship Village.

Chief Steitz next advised the Board that #1325 was dispatched to a rescue call resulting in a firearm being pulled on one (1) of the firefighters. The Chiefs are continuing to check in with

# Meeting of the Board of Directors

# December 2, 2020

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the crew to see if any assistance is needed.

Chief Steitz reported the collective bargaining agreement will be voted on next week by the Shop and will be brought to the Board at the next regularly scheduled meeting.

Chief Steitz further reported the 2021 budget is being worked on and will be presented at the next two (2) regularly scheduled Board meetings.

Chief Steitz advised the Board with the Christmas luncheon being cancelled he would like approval to purchase gifts for all employees. Per Legal Counsel any gift must be under \$75.00 and not a gift card to avoid tax liability. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman, to authorize Chief Steitz to purchase gifts for employees in accordance with IRS regulations. Motion passed and unanimously carried 3-0.

### SHOP STEWARD'S REPORT

Shop Steward McKinney advised the Board the Shop will be donating \$1,000.00 to a local food pantry in lieu of the family adoption this year. He noted the Shop is also working to establish its own food and toy drive for the holidays.

### PUBLIC COMMENT

Tom Quanstrom advised the Board his organization will be engaging in a fundraiser to help Backstoppers that consists of auctioning off a signed Al MacInnis jersey

#### **NEXT MEETING DATE**

Tuesday, December 16, 2020 at 4:00 p.m.

# Meeting of the Board of Directors

# **December 2, 2020**

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# **ADJOURNMENT**

There being no further business before the Board of Directors, at 4:40 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

# Meeting of the Board of Directors

# December 16, 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, December 16, 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 4:04 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 Daniel McLaughlin District Assistant Chief District Legal Counsel

Chris Thiemann

District Division Chief - Fire Marshal

Rick Rognan

District Accountant

Joe Boushard

**Shop Steward** 

Chara Markina

Shop Steward

Steve McKinney Shop Ste

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 December 2, 2020 were presented and it was

Moved by Director Grimes, and seconded by Director Ascheman to approve the minutes of the regular meeting held December 2, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# December 16, 2020

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### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$385,153.65. 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 2019, Debt Service, HRA and FSA Funds. Balances since last meeting are:

#### Simmons

<u>Fund</u>	Balance as of 12/2/20	Balance as of 12/16/20
General	\$2,382,913.57	\$3,936,740.58
Ambulance	\$792,960.08	\$1,169,727.27
Dispatch	\$459,089.53	\$551,315.51
Pension	\$210,144.02	\$414,029.38
Capital Projec	t	
2019	\$13,260,658.34	\$13,247,197.98
<b>Debt Services</b>	\$965,415.30	\$1,430,795.20
HRA	\$3,906.27	\$3,748.66
FSA	\$4,238.14	\$2,704.12

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.

# Meeting of the Board of Directors

### **December 16, 2020**

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#### **OLD BUSINESS**

Division Chief, Chris Thiemann presented the Board with an update on Stations 2 and 3. He noted that Arch Images is working diligently on getting the specifications together so the Station 2 project can go out to bid soon. Station 3 continues to move along at a good pace and he continues to believe a March 2021 completing date is doable. He noted they are in the process with St. Louis County to get approval for multiple signage. Division Chief Thiemann further reported on the bid process for furniture and the process of building and selling furniture through the Missouri Department of Corrections.

Division Chief Thiemann advised that construction at Station 3 is currently on the ceiling and roof of the hose tower and mudding and taping continues on the inside of the building. He advised the overhead doors are about one (1) week from delivery, but that will not cause any delay in the completion date.

Division Chief Thiemann next addressed the need to change the Code of Ordinances relative to new building codes. He noted he has been working with Legal Counsel and will have something to present at the next Board meeting.

Deputy Chief McCarthy then updated the Board on Covid-19 related issues. He said the District had one (1) positive exposure at this time but several of the area nursing homes and assisted living facilities are experiencing a second wave of cases and having staffing problems as a result. He next updated the Board on the vaccine. He said first responders are part of group 1B which means they will be offered it second after other frontline workers. Chief McCarthy noted that several area agencies along with the State Board of EMS are challenging this classification.

The Board then discussed the pros and cons of mandating the vaccine. No action was taken; the matter was tabled for further review and discussion.

#### **NEW BUSINESS**

Mr. Rognan presented the Financial Report and Statements as of November 30, 2020. He indicated that with timing items the District used 82.82% of the general fund budget, or was (8.73%) under budget year to date, or (\$754,822.00); and 82.68% of the ambulance fund budget, or was (8.92%) under budget year to date, or (\$321,928.00).

#### **Fire Protection District**

# Meeting of the Board of Directors

### **December 16, 2020**

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Mr. Rognan indicated that for the eleven (11) month period year versus last year, the District had \$96,090.00 or 0.98% more in tax revenue and miscellaneous and bond refinancing income. The District had expenditures over revenues in the amount of (\$319,265.00). The District has a reserve of 13.11 months compared to 11.81 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 November 30, 2020. Motion approved and carried 2-0.

Rick Rognan next presented the preliminary 2021 budget worksheets for the general, ambulance, pension, debt service, dispatch and capital funds. He indicated it is anticipated \$1,200,000.00 will be placed in reserve next year. The Board discussed increasing the pension distribution from \$500,000 to \$750,000. No action was taken; the matter was tabled until the next meeting.

Division Chief Thiemann next presented a Hydrant Resolution for the Arbors at Summit. After discussion, it was

**Resolved by Director Grimes, and seconded by Director Ascheman** to adopt the Hydrant Resolution for the Arbors at Summit. Resolution passed and unanimously carried 3-0.

### **CHIEF'S REPORT**

Chief Steitz reported on two (2) pedestrian incidents both resulting in fatalities. One near Gravios Bluffs by Walmart and the other off Watson Road near Denny's restaurant.

Chief Steitz next advised the Board there was one (1) water rescue in the Meramec River where a car drove off the boat ramp. Metro West Water Rescue divers assisted in the call.

Deputy Chief McCarthy updated the Board on a cardiac arrest call at Lone Elk Park on Castlewood Trail. He noted the patient went into cardiac arrest as they were being evaluated.

Chief Steitz reported the gifts had been distributed and the employees were very appreciative.

Chief Steitz then advised the CBA was ratified by the Shop and will be presented to the Board for approval and signature at the next Board meeting.

# Meeting of the Board of Directors

# **December 16, 2020**

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### SHOP STEWARD'S REPORT

Shop Steward Boushard advised the Board the Shop made a donation to the Rockwood Food Pantry more than anticipated and has also been contacted about a potential family that has recently moved into the District that may be in need of some assistance.

Shop Steward Boushard thanked the Board for the recent gifts and Thanksgiving dinner for those that were on duty.

Shop Steward Boushard said election signups were underway. Thus far only Director Grimes had signed up.

### **NEXT MEETING DATE**

Tuesday, December 30, 2020 at 4:00 p.m.

# **ADJOURNMENT**

There being no further business before the Board of Directors, at 5:44 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

# Meeting of the Board of Directors

### December 30, 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, December 30, 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 Division Chief - District Fire Marshal

Joe Boushard Shop Steward

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 16, 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 December 16, 2020. Motion approved and unanimously carried 3-0.

# Meeting of the Board of Directors

# December 30, 2020

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### APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled \$224,330.96. 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 2019, Debt Service, HRA and FSA Funds. Balances since last meeting are:

#### Simmons

<u>Fund</u>	Balance as of 12/16/20	Balance as of 12/30/20
General	\$4,137,878.01	\$5,358,509.31
Ambulance	\$1,341,315.15	\$1,561,940.97
Dispatch	\$555,932.41	\$862,501.16
Pension	\$414,029.38	\$574,301.16
Capital Project	t	
2019	\$13,256,407.59	\$13,246,946.14
Debt Services	\$1,430,795.20	\$1,749,278.34
HRA	\$3,748.66	\$6,536.91
FSA	\$2,704.12	\$4,963.80

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.

# Meeting of the Board of Directors

### **December 30, 2020**

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### **OLD BUSINESS**

Division Chief, Chris Thiemann presented the Board with an update on Stations #2 and 3. He noted Arch Images has been dealing with Covid related issues and continues to work diligently on getting the specs together so the project can go out to bid around January 5, 2021. Station #3 continues to move along and the outside work on the hose tower and building is near completion.

Division Chief Thiemann advised at Station #3's they are continuing to work on the ceiling and roof of the hose tower and mudding and taping continues on the inside of the building. He advised the overhead doors are about one (1) week from delivery, but that will not cause any delay. Division Chief Thiemann is still expecting an end of February 2021 completion date.

Deputy Chief McCarthy then updated the Board on Covid-19 related issues. He said the District has no active cases with one (1) employee awaiting test results. He updated the Board on the testing changes for First Responders. DC McCarthy said the State of Missouri has acquired 60,000 rapid result tests, which will be deployed to EMS units over the next forty-five (45) days. He next addressed the status of the vaccine. EMS remains in group 1B.

### **NEW BUSINESS**

Division Chief Thiemann presented the change the Code of Ordinances and Revised Fire Prevention Building Codes. After discussion, it was

**Moved by Director Grimes, and seconded by Director Ascheman** to adopt the Code of Ordinances and Revised Fire Prevention Building Codes as presented. A copy of which is attached hereto and made a part hereof these minutes. Motion passed and unanimously carried 3-0.

Chief Steitz next presented the budgets for the general and capital spending funds. Several items such as the IT budget line items, PPE equipment replacement related to fire fighting and not Covid-19 for the general fund and use of capital fund for general fund payments were discussed. Chairwoman Viviano said she has received some inquiries on the amount of reserves the District is accumulating. Rick Rognan joined the meeting to discuss. He indicated with Covid and the uncertainty around commercial real estate he would be hesitant to move any monies around or begin to use general fund reserves for capital projects. After discussion, it was

### **Fire Protection District**

# Meeting of the Board of Directors

# December 30, 2020

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Moved by Director Grimes, and seconded by Director Ascheman to accept and approve the 2021 General Operating and Capital budgets as presented. A copy of the respective budget worksheets and reports are attached hereto and made a part hereof. Motion approved and unanimously carried 3-0.

#### CHIEF'S REPORT

Chief Steitz reported on two (2) First Alarm fires and one (1) shooting related incident. There were two (2) First Alarm fires, one in High Ridge and one in Valley Park. There were no reportable injuries. Chief Steitz also reported on a shooting near Gravois Bluffs. He advised that due to the quick reaction of Tony Roylance, who performed live saving chest compressions, the victim's life was saved.

Chief Steitz next addressed the recent longevity awards received by employees: Brian Kempff and Jason Lee received five-year awards; Mike Martin received a fifteen-year award; Curtis Aytes, Rick Dornseif and Angela Kanyuck-Hayes received twenty-year awards; David Stark and Robert Hupfeld, Jr. received thirty-year awards.

### SHOP STEWARD'S REPORT

Shop Steward Boushard advised the Board the Shop did make the donation to the Rockwood Food Pantry as well as being able to adopt a new family that had recently moved into the District that was in need of some assistance.

### **NEXT MEETING DATE**

Tuesday, January 13, 2021 at 4:00 p.m.

There being no further public comment or further business, at 4:58 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

# Meeting of the Board of Directors

# **December 30, 2020**

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*Moved by Director Grimes, and seconded by Director Ascheman* to go into closed session for purposes of negotiations to Section 621.021 (9) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 5:13 p.m. Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

The Board announced the approval and execution of the new three (3) year collective bargaining agreement.

### **ADJOURNMENT**

There being no further business before the Board of Directors, at 5:14 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,

Reth

Viviano, Chairwomar

Jennifer Grimes, Treasurer

Tom Ascheman, Secretary