

Fenton Fire Protection District
Meeting of the Board of Directors

October 6, 2021

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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 6, 2021 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 4:00p.m.

ROLL CALL:

The following Directors answered Roll Call:

Beth L. Viviano
Jennifer Grimes
Tom Ascheman

Also present was:

Romona Kaminski	District Chief
Chris McCarthy	Assistant Chief
Daniel McLaughlin	District Legal Counsel
Chris Thiemann	Division Chief - District Fire Marshal
Steve McKinney	Shop Steward
Mike Anderson	IT Consultants, Miken Technologies
Jeremy Schmitt	IT Consultants, Miken Technologies

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 22, 2021 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 22, 2021. Motion approved and unanimously carried 2-0.

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APPROVAL OF BILLS

Chief Kaminski presented the Board with the bills for review and payment, which totaled \$120,557.64. The list of bills is attached hereto and made a part hereof 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. Motion approved and unanimously carried 3-0.

TREASURER'S REPORT

Chief Kaminski reviewed with the Board of Directors CD's coming due over the month of October in the General, Ambulance and Dispatch Funds. Chief Kaminski discussed the following 12 month CD rates offered by the following financial institutions: .25% Alliance Credit Union, .10% Commerce Bank brokered CD's, .12% Simmons Bank and a new investment possibility was offered by Carrolton Bank with a CD rate of .30%. A discussion ensued and Chief Kaminski recommended renewing the two CD's coming due with Alliance Credit Union on October 6 and 14 at a rate of .25%, returning the funds from Simmons Bank investments maturing October 9 and 22 to the checking account which is currently at a rate .25% and to purchase a CD with Carrolton Bank for \$542,259.43 at a rate of .30%. Chairwoman Viviano requested to inquire with Carrolton Bank to see if their institute would be interested in additional funds for investing. Chief Kaminski stated she will continue to work with Kimberly Smith, Office Manager, to investigate rates with additional financial institutions.

Moved by Director Grimes, and seconded by Director Ascheman, to approve Chief Kaminski's recommendations to renew two CD's coming due with Alliance Credit Union at a rate of .25%, returning the funds from Simmons Bank investments to the checking account at a rate of .25% and to purchase a CD with Carrolton Bank at a rate of .30%. Motion approved and unanimously carried 3-0.

Chief Kaminski 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 and FSA Funds. Balances since last meeting are:

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Simmons

<u>Fund</u>	<u>Balance as of 9/22/21</u>	<u>Balance as of 10/6/21</u>
General	\$5,627,568.14	\$5,286,421.06
Ambulance	\$2,196,581.48	\$2,090,525.61
Dispatch	\$494,445.72	\$493,241.05
Pension	\$206,237.33	\$206,279.71
Capital Projects		
2019	\$9,548,709.74	\$9,546,304.70
Debt Services	\$1,541,008.43	\$1,541,641.72
HRA	\$5,097.22	\$4,438.18
FSA	\$8,763.98	\$8,057.29

After discussion, it was

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

OLD BUSINESS

Division Chief Thiemann provided an update on the construction projects. He presented pictures showing the progress of the foundations and cinder block walls of the new Headquarters building and the block wall and footings of the Maintenance Building. He next showed a picture of the old Station 3 area. Since the old building has been removed, storm sewers and site work are being completed in preparations for the new parking lot.

The next item of old business was the COVID report. Assistant Chief McCarthy first informed the Board of Directors about forwarding a survey and gathering results from employees about who is eligible and wishes to receive the Pfizer booster vaccination. Once the results are gathered the boosters will be ordered and distributed. He reported there have been no significant changes in status, First Responder positivity rates remain stable and the hospital systems are still stressed, not as much to do with patient load, but with staffing shortages. Chairwoman Viviano discussed staffing shortages in the restaurant industry and how businesses are struggling. A discussion ensued regarding when the District will have the flu vaccinations available and timing of the flu vaccination with the booster shots. Assistant Chief McCarthy advised once the vaccinations are received, he will check the SSM guidelines for distribution.

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NEW BUSINESS

The first item of new business was a presentation by Mike Anderson and Jeremy Schmitt of Miken Technologies to review services provided to manage and support the District's IT infrastructure. Mike Anderson discussed services provided directly by Miken Technologies. These include onsite and help desk requests, overnight data backups, patch and system updates, monthly server maintenance and 24/7 monitoring services. Additional products and services offered through Miken Technologies are an array of Office 365 licenses based on user needs, virus and ransomware protection through Sentinel One, cloud backup services, online archiving services and comprehensive SonicWall firewall network protections. Mike Anderson asked if there were any questions. There being no questions, the Board and representatives of Miken Technologies thanked each other for their time and the representatives were excused from the meeting.

Chief Kaminski provided the quarterly collateralization report. All banks that currently have funds invested by the District for amounts over the \$250,000 FDIC coverage limits provided collateralization reports. Review of this information verifies deposited funds are 100% collateralized. As of September 30, 2021 the amount of funds protected by FDIC insurance was \$747,706.34.

CHIEF'S REPORT

Chief Kaminski congratulated Chris McCarthy on his promotion to Assistant Chief. Chief Kaminski and Assistant Chief McCarthy will meet to develop a job description for the Medical Officer position and to review job duties to see how this promotion affects the overall Command Staff roles.

Chief Kaminski spoke to a safety meeting held with Rockwood School District to discuss future shooter and fire drills and future educational opportunities. This was the first meeting in a while, mostly due to COVID.

Chief Kaminski informed about a First Responder Appreciation Day event held the previous Friday, by the Fenton Chamber of Commerce. Several of the District's personnel attended the lunch. Tim Fitch, St. Louis County Councilman, presented a Proclamation declaring October 1, First Responder Appreciation Day to recognize the work and sacrifices of those men and woman who serve as police officers, firefighters and EMS personnel.

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Chief Kaminski and Kimberly Smith attended an introductory Zoom meeting with representatives of OneAmerica and Aaron Schlipman of Lockton to start the transition process of the recordkeeping and actuarial services.

The Nationwide representative has been on site over the last couple of weeks to meet with personnel to review their 457 plan investments and to discuss the new investment offering approved by the Board of Directors earlier in the year. It has been a long while since he has been able to be on site for these meetings due to the pandemic.

Chief Kaminski showed the Board of Directors where the link to join the Board Meetings via Zoom could be found on the District's website.

Chief Kaminski discussed the Board of Election form that needed to be signed by Director Ascheman. She also asked if Director Ascheman would like to have his personal email added to the form. He replied yes, he would like to have his email added.

Chief Kaminski reported call volume is still up. She was hoping Joe Boushard would be on the call today to discuss a particular incident that she believed was his first working fire call serving as a Lieutenant that he was in charge of his crew. The call was dispatched as an automatic alarm, but as crews arrived on the scene, smoke was visible. Chief Kaminski provided further details about the nature of the call and stated the personnel did a great job.

SHOP STEWARD REPORT

Shop Steward McKinney told the Board the Community Outreach held a successful golf tournament with proceeds coming in just under \$14,000.00. He also stated the timing of the funding was quite helpful for the Community Outreach. The pink t-shirts are still for sale at the ffco.org website. Sales seem to be going well.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING DATE

Wednesday, October 20, 2021, at 4:00 p.m.

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There being no further public comment or further business, at 4.43p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 610.021 (13) RSMo. After discussion, it was

Moved by Director Grimes, and seconded by Director Ascheman to go into closed session for purposes of privileged communication and personnel subject to Section 621.021 (13) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.

At 4:55p.m. Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

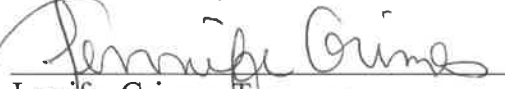
ADJOURNMENT

There being no further business before the Board of Directors, at 4:56p.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