

**Fenton Fire Protection District**

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

**March 23, 2022**

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A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the "District") was held via video conferencing on Wednesday, March 23, 2022, 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 Thiemann	Division Chief - District Fire Marshal
Melissa McLaughlin	Legal Counsel
Steve McKinney	Assistant 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 March 9, 2022, were presented and it was

*Moved by Director Grimes and seconded by Director Ascheman* to approve the minutes of the regular and closed meeting March 9, 2022. Motion approved and unanimously carried 3-0.

**APPROVAL OF BILLS**

Chief Kaminski presented the Board with the bills for review and payment, which totaled \$591,369.08. Chief Kaminski pointed out an invoice paid to Sentinel for repair damages to fire apparatus unit 1334 in the amount of \$20,597.36. Captain Aytes is working with CIT for recoupment of these repairs for causing the damage to the apparatus by leaving it outside in extremely cold temperatures. The list of bills is attached hereto and made a part hereof of the minutes to the meeting. After discussion, it was

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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 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. Chief Kaminski noted the addition of account Capital Projects 2022 for bond proceeds, which were received today. Chief Kaminski also addressed Chairwoman Viviano’s question from last meeting regarding tax collections between 2021 and 2022. Balances since last meeting are:

Simmons

<u>Fund</u>	<u>Balance as of 3/9/22</u>	<u>Balance as of 3/23/22</u>
General	\$18,727,092.78	\$18,503,442.91
Ambulance	\$6,428,089.53	\$6,152,304.95
Dispatch	\$660,310.46	\$657,095.89
Pension	\$1,027,791.74	\$1,027,791.74
Capital Projects		
2019	\$6,431,969.29	\$5,618,305.31
Capital Projects		
2022	\$0.00	\$5,442,389.90
Debt Services	\$2,062,560.80	\$2,062,242.80
HRA	\$7,721.20	\$6,778.65
FSA	\$5,276.30	\$6,790.60

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**

Division Chief Thiemann provided an update on the construction projects. He reviewed pictures of the construction progress of the new Station 2/Headquarters building. Utilities are being installed and roofers are to begin work on March 28, 2022. The project is moving along nicely with no further material delays. Division Chief Thiemann reported the lawn sprinkler system along with the privacy fence around the generator will be installed in April. Lastly, Division Chief Thiemann stated the architects and engineers are finishing preliminary plans for the remodel project at Station 1. Once those are prepared, a meeting will be held with the committee for final review prior to going out for bid.

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Chief Kaminski provided the COVID report stating currently none of our employees are out on COVID leave and St. Louis County Safety Plan remains at the yellow level. All is pretty much status quo since the last report. There is a new variant just entering the United States and will have to see what changes that could bring about.

**ACCOUNTANT'S REPORT**

Mr. Rognan presented the Financial Report and Statements as of February 28, 2022. He indicated that with timing items the District used 9.53% of the general fund budget, or was (7.17%) under budget year to date, or (\$901,812.00); and 13.69% of the ambulance fund budget, or was (3.01%) under budget year to date, or (\$958,526.00). Mr. Rognan stated when capital expenditure payments are expensed through the operating budget these numbers will be greatly affected. Currently, the numbers are trending as they have historically.

Mr. Rognan indicated that for the two (2) month period year versus last year, the District had (\$1,551,977.00), or (26.53%) less in tax revenue and miscellaneous and bond refinancing income. This decrease mostly has to do with timing of when tax monies are received between December and January and the amount of protested taxes. The District expenses are \$56,852.00 less than the general and ambulance funds combined compared to last year.

Mr. Rognan ended his report by reviewing the monthly and annual call volume. Through February of 2022, the District has run 144 fire related incidents, 685 EMS related incidents and 16 other related incidents for a total call volume of 845 calls. This is an increase of 80 calls compared to this time in 2021.

The report is attached hereto and made a part hereof the minutes to this meeting.

**NEW BUSINESS**

Chief Kaminski notified the Board of Directors, Simmons Bank prepared signature cards for the Board Members to sign for the opening of the new checking account for the sale of the \$5,000,000.00 in General Obligation Bonds.

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**CHIEF'S REPORT**

Chief Kaminski reported the Administrative Support position interviews were held last week. Eight interviews were conducted over two days. Additional information will be provided during the closed session.

Chief Kaminski requested Division Chief DiMercurio to update the Board of Directors regarding the status of the accreditation process. Division Chief DiMercurio discussed the district is due for a peer site review this year. This should take place late in the Fall or Winter. He reported the annual compliance report was filed. Division Chief DiMercurio is also working through the self-assessment review and 242 performance indicators in preparation for the peer site review. He stated accreditation is a process not just a project.

Chief Kaminski discussed fire incidents that occurred over the last couple of weeks. Fire calls still appear to be at an increased level. A deck fire took place at one of the apartment complexes in our district. There were several mutual aid residential fire calls with Eureka Fire Protection District, Pacific Fire Protection District and High Ridge Fire Protection District. Crews moved up to assist neighboring districts while they were attending to fire calls. Personnel also moved up to cover Valley Park for funeral services held for a retired firefighter of the Valley Park Fire Protection District and to Affton Fire Protection District to cover for the dedication of their new fire house. Lastly, unit 1338 was part of a strike team that was sent to Farmington to assist with a brush fire.

Chief Kaminski invited the Board of Directors to attend the next PFEM IAFF Local 2665 Health & Welfare Trust Fund meeting to be held at the Union Hall on March 28, 2022. Several people from the administration and shop plan to attend. A discussion ensued if the meeting would be available via Zoom link.

**SHOP STEWARD REPORT**

Assistant Shop Steward McKinney reiterated the invite to the upcoming meeting on March 28, 2022. Chairwoman Viviano inquired into about the Community Outreach. Assistant Shop Steward McKinney stated the Community Outreach Board Members are meeting and looking for opportunities to get monies out into the community.

**PUBLIC COMMENT**

No public comment.

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**NEXT MEETING DATE**

Wednesday, April 06, 2022, at 4:00 p.m.

There being no further public comment or further business, at 4:36 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 610.021 (1) RSMo. After discussion, it was

***Moved by Director Grimes and seconded by Director Viviano*** to go into closed session for purposes of hiring, firing, disciplining, or promoting of particular employees Section 621.021 (3) and for confidential or privileged communications Section 621.021 (1) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea, Ascheman – yea.


At 5:30 p.m. Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

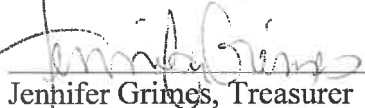
**ADJOURNMENT**

There being no further business before the Board of Directors, at 5:31 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,

  
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Beth L. Viviano, Chairwoman

  
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Jennifer Grimes, Treasurer

  
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Tom Ascheman, Secretary

