

**Fenton Fire Protection District**  
***Meeting of the Board of Directors***

**September 21, 2022**

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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, September 21, 2022, originating at the Fenton Fire Protection District, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth Viviano called the meeting to order at 4:00 p.m.

**ROLL CALL:**

The following Directors answered Roll Call:

Beth L. Viviano  
Jennifer Grimes

Also present was:

Romona Kaminski	District Chief
Chris McCarthy	Assistant Chief
Chris Thiemann	Division Chief - District Fire Marshal
Dan McLaughlin	Legal Counsel
Rick Rognan	District Accountant
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 September 7, 2022, were presented and it was

*Moved by Director Grimes and seconded by Director Viviano* to approve the minutes September 7, 2022. Motion approved and carried 2-0.

**APPROVAL OF BILLS**

Chief Kaminski presented the Board with the bills for review and payment, which totaled \$637,383.41. 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.

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**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, Capital Projects 2022, Debt Service, HRA and FSA Funds.

Simmons

<u>Fund</u>	<u>Balance as of 9/07/22</u>	<u>Balance as of 9/21/22</u>
General	\$15,841,181.82	\$15,633,170.09
Ambulance	\$6,273,992.80	\$6,197,703.06
Dispatch	\$731,082.89	\$728,606.35
Pension	\$674,623.38	\$230,309.14
Capital Projects		
2019	\$2,536,820.57	\$1,783,824.70
Capital Projects		
2022	\$5,391,458.06	\$5,364,015.58
Debt Services	\$2,090,008.03	\$2,090,914.90
HRA	\$4,438.81	\$2,857.46
FSA	\$7,161.74	\$4,132.55

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.

**OLD BUSINESS**

Division Chief Thiemann provided an update on the construction Station #2. He indicated that there was \$2,307,799.32 still owed on the project as of the last pay application in August. However, there remains \$453,000.00 in allowances and only \$12,000.00 of those allowances have been used thus far. Chief Thiemann further advised the electric panels were in and the building has passed the Ameren inspection. He hopes to have the meter in by the end of the week so power can be turned on to the building. The epoxy flooring process is continuing without delay and we are looking at a November move in date.

Assistant Chief McCarthy indicated there were two new employee(s) out with COVID that should be back this weekend. He further discussed his efforts to work with locations to get the crews vaccinated.

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**NEW BUSINESS**

**PUBLIC TAX HEARING**

Rick Rognan, District Accountant, presented the Board with the Post Board of Equalization (BOE) 2022 tax rates. He noted residential was up \$5,151,136 but subject to Hancock, agriculture was up \$1,398.00, commercial was up \$3,681,315.00 and personal property was up \$1,848,685.00 for a total tax assessment of \$10,682,535, or .3.87%. Total anticipated revenue realized to the District is \$634,818.00, which is up 3.74% from last year. The total tax rate for all funds is as follows: Residential 1.3810, down (.0030), Agricultural 1.453, up 0.0040, Commercial 1.4820, up 0.0350 and Personal Property 1.5230, which stayed the same.

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

*Moved by Director Grimes, and seconded by Director Viviano* to approve Resolution 2022-02 setting the 2022 tax rates. Motion passed and carried 2-0. A copy of the Public Hearing report is attached hereto and made a part hereof these minutes.

**ACCOUNTANT REPORT**

Mr. Rognan presented the Financial Report and Statements as of August 31, 2022. He indicated that with timing items the District used 47.33% of the general fund budget, or was (19.27%) under budget year to date, or (\$2,423,697.00); and 64.87% of the ambulance fund budget, or was (1.73%) under budget year to date, or (\$66,110.00).

Mr. Rognan indicated that for the eight (8) month period year versus last year, the District had (\$939,206.00), or (9.66%) less in tax revenue and miscellaneous and bond refinancing income. The District had expenditures over revenues in the amount of (\$1,688,153.00). The District has a reserve of 11.64 months compared to 11.83 last year, less future contingencies.

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, 2022. Motion approved and carried 2-0.

Chief Kaminski next presented the District's Strategic Plan for the period of 2022 through 2027. A copy of the plan is attached hereto and made a part hereof these minutes.

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Chief Kaminski advised the Plan will be placed on the District's website for transparency and for the purpose of defining the District's goals. She further indicated the document is organic and will change from year to year. Chief Kaminski advised that amongst other things the Plan outlines a five (5) year response analysis back to 2017 (which is continuing to be investigated as the Administration believes some numbers were misplaced) as well as Strategic goals and objectives. After discussion, it was

***Moved by Director Grimes, and seconded by Director Viviano*** to approve the Strategic Plan for 2022 through 2027. Motion approved and carried 2-0.

Chief Kaminski next advised that the Station #3 Open House will be held on October 16, 2022 with an anticipated time of 12 noon through 3 p.m.

**CHIEF'S REPORT**

Chief Kaminski noted the accreditation process continues with all of the documentation having been downloaded for the Peer Review Team. She indicated the Peer Review is set for December 5, 2022.

Chief Kaminski advised the Board that Firefighters Gina Anderson and Stephanie Spaniol both participated in September 11<sup>th</sup> ceremonies and activities such as the Clayton Stair Climb and March to the Arch.

Chief Kaminski further advised the Board that Private Long's wife had her baby; all are happy and healthy.

Chief Kaminski next advised the Board that promotional testing for Lieutenant and Captains positions will begin next week. She noted there are seven (7) potential applicants for Lieutenant and six (6) for Captain.

**SHOP STEWARD'S REPORT**

Steve McKinney reminded the Board that the Community Outreach golf outing was set for October 17, 2022.

**PUBLIC COMMENT**

No public comment.

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**NEXT MEETING DATE**

Wednesday, October 5, 2022, at 4:00 p.m.

There being no further public comment or further business, at 5:10 p.m. a motion was made to suspend the regular meeting for purposes of going into Closed Session pursuant to Section 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 confidential or privileged communications Section 621.021 (1) RSMo. Motion approved and carried 3-0, Viviano – yea, Grimes – yea.


At 5:45 p.m. Director Grimes moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

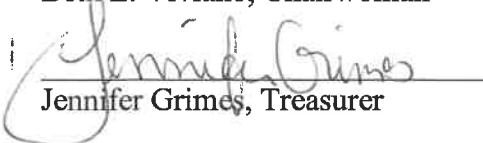
**ADJOURNMENT**

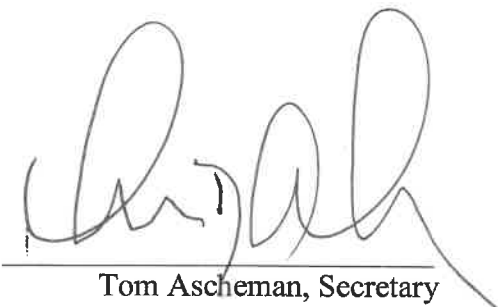
There being no further business before the Board of Directors, at 5:46 p.m., it was

***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

  
Jennifer Grimes, Treasurer

  
Tom Ascherman, Secretary

