

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

**January 10, 2024**

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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 10, 2024, originating at the Fenton Fire Protection District at Fire Station 2, at 1001 Assembly Parkway, 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  
Jennifer Grimes (via telephone)  
Tom Ascheman

Also present was:

Romona Kaminski	District Chief
Chris Thiemann	Division Chief
Melissa McLaughlin	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 and closed meeting held December 13, 2023, were presented and it was

*Moved by Director Ascheman and seconded by Director Viviano* to approve the minutes of the December 13, 2023, meeting. Motion approved and unanimously carried 3-0.

**APPROVAL OF BILLS**

Chief Kaminski presented the Board with the bills for review and payment, which totaled \$174,656.51. 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.

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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 2022, Debt Service, HRA and FSA Funds.

Simmons

<u>Fund</u>	<u>Balance as of 12/13/23</u>	<u>Balance as of 1/10/24</u>
General	\$16,446,756.10	\$19,605,234.33
Ambulance	\$ 7,695,396.75	\$ 8,635,569.46
Dispatch	\$ 865,704.58	\$ 1,049,237.78
Pension	\$ 233,982.80	\$ 609,324.17
Capital Projects		
2022	\$ 5,019,367.32	\$ 5,001,073.08
Debt Services	\$ 2,370,584.31	\$ 3,184,569.07
HRA	\$ 3,962.42	\$ 2,853.35
FSA	\$ 12,206.14	\$ 13,016.25

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 Chris Thieman updated the board on the status of House 4. He noted that the projects for both House 2 and 3 had been undertaken at a good time and that with the price of construction today would be significantly higher.

**NEW BUSINESS**

Chief Kaminski presented the Board of Directors with their MEC Financial Disclosure Statements for 2024.

Chief Kaminski next presented the quarterly collateralization report as of December 31, 2023. She indicated that 100% of the district’s funds were collateralized and protected by FDIC insurance in the amount of \$2,651,000.00.

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**CHIEF'S REPORT**

Chief Kaminski updated the Board on the District's year end gathering which was held on December 16, 2023. Chief Kaminski advised that the gathering was a success.

Chief Kaminski updated the Board regarding the new SSM Medical Director. Division Chief of EMS, Tom DiMercurio, noted that the individual is experienced and should be a good fit for the role.

Chief Kaminski next informed the Board that Rock Community had experienced an unexpected loss. She indicated that the department as well as other surrounding departments participated in a move up on Sunday so that the Rock Community department members could attend the wake.

Chief Kaminski also discussed that there had been recent mutual aid activity at St. Anthony School and in Valley Park for a house fire.

Chief Kaminski informed the Board that an Employee "pulse" survey through a third-party administrator was to be conducted. She explained that a short five-minute survey to gauge overall thoughts and experiences of the district employees was being sought and that the survey period would end on the 19<sup>th</sup> and that an updated summary would be provided.

Chief Kaminski next informed the Board that two upcoming retirements were occurring within the district and that there were planned events for each. Administrative Support Sally Hupfeld is to retire and there will be a group photo event held on January 19<sup>th</sup> followed by a small celebration send off. Additionally, Captain Doug Ruse was retiring and there would be a flag ceremony and retirement party held on February 2<sup>nd</sup>.

**SHOP STEWARDS REPORT**

It was noted that there would be a vote this week and that the district hoped to have information by next week to update who the new steward would be.

**NEXT MEETING DATE**

Wednesday, January 24, 2024, at 4:00 p.m.

There being no further public comment or further business, at 4:53 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

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

At 5:57 p.m. Director Ascheman moved to reopen the regular meeting of the Fenton Fire Protection District Board of Directors.

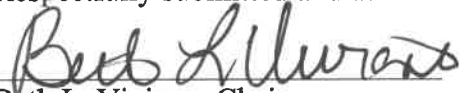
During closed session, the Board of Directors voted to approve the Lawler contract for service for House 1 subject to review and approval by District counsel. Extend an offer of employment to certain individual(s) subject to their passing of the required background checks and physicals. The Board of Directors next voted to engage the services of Graphic Alive for design and implementation of the history wall and approved payment for such services in an amount up to \$5,000.00.

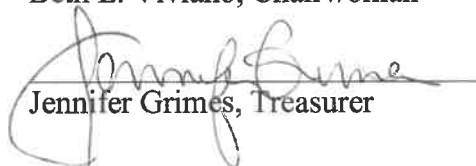
**ADJOURNMENT**

There being no further business before the Board of Directors, at 5:59 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

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Tom Ascheman, Secretary