

Approved, Board Mtg of 7-24-14

MINUTES OF THE REGULAR WORK SESSION OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
July 10, 2014

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on July 10, 2014, at Station #1's Multipurpose Room, 119 East Elm Street, O'Fallon, MO. Director Laughlin called the meeting to order at 7:00 p.m. Notice of said meeting had been provided at least 24 hours in advance of the meeting by posting the meeting time in the case on the outside wall of the Administrative Offices at Station No. 1. The following Directors were present: Director Bill Laughlin, Director Matt Gober, and Director Matt Simmons. The following staff members were present: Chief Tom Vineyard, Assistant Chief Ken Vomund, Fire Marshal Mark Morrison, Financial Director Bob Cerrano, Captain Gary McCutchen, Shop Steward Eric Johnston, Engineer Chad Vesely, Engineer Ed Engel, and Board Secretary Karen Lucido.

The following guest was present: Attorney Neil Bruntrager

The Pledge of Allegiance was lead by Chief Vineyard, followed by Engineer Vesely's reading of the Firefighter Prayer.

FINANCIAL MATTERS:

There was further discussion regarding the 1998 Freightliner sale. Chief Vomund said a small fire department in La Cygne, Kansas offered the District \$35,000.00 for the Freightliner. This is a small department with limited funds. Chief Vomund said Labor Management recommended including the 2002 Cutter and Spreader with the truck as LaCygne has very limited tools. Director Laughlin said he was happy that the District received a fair price for the truck and that we could assist La Cygne Fire Department with life saving equipment. A motion was made by Director Laughlin to ratify the sale of the 1998 Freightliner, as is, to the City of La Cygne Fire Department, La Cygne, KS for the amount of \$35,000.00; Financial Director Cerrano authorized to sign the Bill of Sale, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Chief Vomund stated the pipes at Station #1 were dripping condensation due to a pipe wrapping issue. A representative from Insulation Masters came out and assessed the problem and quoted \$2,360.00 to fix it. Director Laughlin stated he looked at the pipes and they were initially wrapped wrong when installed in 1998. A motion was made by Director Laughlin to approve Insulation Maters, Inc. to replace the existing pipe wrapping on Station #1 Rear Engine Bay pipes at a not to exceed amount of \$2,360.00, per the terms of their written quote, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Chief Vineyard stated that the Health & Wellness Committee met to review the fitness equipment on hand and review what may be needed and were initially recommending purchasing 2 fitness cycles, but after discussion agreed to purchase one lifecycle to evaluate. Both Labor Management and Budget and Planning recommend this purchase and it is within the budget. A motion was made by Director Laughlin to approve the purchase of one Stationary Exercise Bike for Station #3 from HealthStyles Exercise Equipment at a not to exceed amount of \$1,400.00, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Financial Director Cerrano requested an amendment to the 2014 Budget to reflect the purchase of a new Stationary Bike at Station #3. A motion was made by Director Laughlin to approve the Request for Amendments to the 2014 Budget, per Financial Director Cerrano's memo dated July 10, 2014, attached as Exhibit I, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Financial Director Cerrano stated he previously negotiated away bank fees

except those from Bank of America, recommending moving the District's Purchase Cards from Bank of America to Commerce Bank, and requesting Board approval to open accounts for the Purchase Cards. A motion was made by Director Laughlin to approve switching the District's Purchase Cards from the Bank of America to Commerce Bank; Director Gober and Financial Director Cerrano designated to administrate the accounts; Director Laughlin authorized to sign the Agreements, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Attorney Bruntrager stated he reviewed the Easements and Maintenance Agreement from the City of O'Fallon regarding our new Station #1 construction. The City wants limited curb cuts and is requiring ingress and egress to the neighboring property. The ingress and egress changes will not impede the fire trucks incoming or outgoing trips. Attorney Bruntrager stated other than that issue the easements were standard and he had no issue with the documents. A motion was made by Director Laughlin to approve the 1200 N. Main property Agreements titled: Drainage/ Maintenance Easement; Cross Access Easement; Detention Basin Access Easement; Roadwork Maintenance, Sidewalk and Utility Easement; and Maintenance Agreement, as presented; Director Laughlin authorized to sign the documents; Director Gober authorized to attest the documents, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

LABOR MANAGEMENT

Chief Vineyard stated the Shop is requesting to participate in Red Shirt Fridays to support our Troops which is an ongoing event, and Pink Shirt October in support of breast cancer awareness. Labor Management is recommending participating in both events stipulating that all employees participate or none will participate. Labor Management is also recommending that we allow a local sponsor

for October Pink Shirt which is a breast cancer support group run by nurses in St. Charles County, and selling the pink t-shirts, donating those proceeds to this local organization. The pink t-shirts will have the District logo with the sponsor logo at the bottom. Chief Vineyard will amend the Uniform policy if the Board approves these recommendations. Consensus from the Board that supporting our troops and breast cancer awareness month are worthy causes. A motion was made by Director Laughlin to allow all employees to participate in Red Shirt Fridays and Pink Shirt-October, per Labor Management Committee's recommended guidelines of all members participate; cost of shirts to be charged against employee's clothing allowance, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

A motion was made by Director Laughlin to approve selling of the pink t-shirts to the public with the proceeds being donated to a local St. Charles County Charity supporting breast cancer survivors; Charity's name to be printed on the shirts as the sponsor, per Labor Management Committee's recommendation, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

OPERATIONS

Chief Vomund stated the new Pierce Pumper should be ready for delivery by the end of August. Members of the Truck Committee are going to the assembly line to inspect the truck before it's completed and will check the frame.

Chief Vomund stated he has a meeting with Andy Klein-Schuhmacher regarding the Ladder Truck maintenance issue this week.

Chief Vomund stated the solar panel installation has been completed and the system is up and running at Stations 3, 4, and 5. Station #4's panels still need snow clips installed and he reminded Brightergy of this. As soon as the District receives the rebate check for Station #1, it's solar panel system will be turned on.

OTHER ITEMS FOR CONSIDERATION

Chief Vineyard said the July 4 City Parade went very well; the three Directors participated and handed out flags; the District's Ladder Truck did a flag raise; the parade had over 110 floats, and was well received by the public. Director Laughlin said everything went great and thanked the District members who participated; he requested the District order 2,000 flags for next year's parade as they ran out this year.

Chief Vineyard stated that the groundbreaking event is confirmed for July 11, 2014 at 4:30 p.m., and this will be mainly a photo op event. He asked if the Directors wanted to make a statement or give speech; no. Chief Vineyard sent a press release out and Mid Rivers News will have a reporter there; invitations have also been extended to the Citizen Planning Committee, City Councilman, Mayor, Administrator, and the Police Department.

Fire Marshal Morrison said construction at the new station has run into plastic soil; the extra digging will not trigger a change order as this issue was anticipated, and footings should be poured the week of July 14.

A motion was made by Director Laughlin at 7:31 p.m. to go into Closed Session pursuant to Section 610.021 (1) Legal Actions involving a public governmental body and confidential or privileged communications between a public governmental body or its representatives and its attorneys; (3) Personnel matters, and (13) Individually identifiable personnel records or records pertaining to employees, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

A motion was made by Director Laughlin at 8:14 p.m. to adjourn the Closed Session and reconvene in Open Session, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Director Laughlin announced that during the Closed Session the Board unanimously approved removing Firefighter Jim Castello from probation status.

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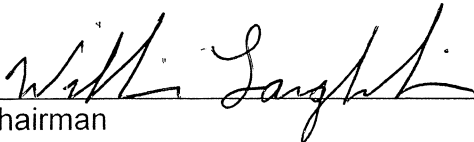
Attorney Bruntrager stated he recommended the Board take their full statute Director pay and stipend pursuant to RSMo 321.190 and 321.603, as his interpretation is the Board must either take no pay or the statute pay; consensus from the Board to accept statute pay.

Director Laughlin announced the next Regular Board Meeting is set for Thursday, July 24, 2014, 7:00 p.m., at Station #1.

A motion was made by Director Laughlin, seconded by Director Gober to adjourn the meeting. Upon roll call the vote was:

Ayes:	(3)	Directors Laughlin, Gober and Simmons
Nays:	(0)	None
Absent:	(0)	None
Motion declared and carried		

There being no further business, the meeting was adjourned at 8:15 p.m.


Chairman

ATTEST:


Secretary

Approved Copy

MEMORANDUM

EXHIBIT I



O'FALLON FIRE PROTECTION DISTRICT

119 E ELM STREET
O'FALLON, MO 63366
PHONE: 636-240-5312 EXT 251
FAX: 636-272-7857
EMAIL: rcerrano@ofallonfire.org

To: Board of Directors

CC:

From: Robert Cerrano

Date: 07/10/2014

RE: Request for Amendments to the 2014 Budget

GENERAL FUND

I am requesting the Board increase Line Item 5510000, Equipment Acquired, by \$1,400 to reflect the purchase of a new Stationary Bike at Station 3. To offset this increase, I am asking the Board to decrease Line Item 5240000, Firefighter Supplies by \$1,400.