

Approved,
Board Mtg
OF
3-26-15

MINUTES OF THE REGULAR MEETING OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
FEBRUARY 26, 2015

A Regular Meeting of the O'Fallon Fire Protection District Board of Directors was held on February 26, 2015, 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 #1. The following Directors were present: Director Bill Laughlin, Director Matt Simmons, and Director Matt Gober. The following staff members were present: Chief Tom Vineyard, Assistant Chief Ken Vomund, Financial Director Bob Cerrano, Fire Marshal Mark Morrison, Battalion Chief Mel Emge, Shop Steward Eric Johnston, Assistant Shop Steward Chad Vesely, and Board Admin Assistant Karen Lucido.

The following guests were present: None.

The Pledge of Allegiance was lead by Chief Vineyard followed by Assistant Chief Vomund's reading of the Firefighter Prayer.

Director Laughlin made a motion to amend the Agenda by removing Item a. Administration Renovation update under Old Business, and Item f. Survey of Administration Office Building under New Business, seconded by Director Gober.

Upon roll call the vote was:

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

Director Laughlin asked for any questions or comments regarding the Board Meeting Minutes of January 26, February 12, and February 19, 2015 and Pension Board Meeting of November 17, 2014. There being none, Director Laughlin made a motion to approve the minutes of the prior Regular Pension Board Meeting of November 17, 2014, Special Board Meeting of January 26, 2015, Board Work Session of February 12, 2015, and Special Board Meeting of February 19, 2015, as presented, seconded by Director Simmons. Upon roll call the vote was:

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

Director Gober stated a general checking account balance of \$386,356.22. There were no questions or comments. A motion was made by Director Laughlin to approve payment of bills as presented, seconded by Director Simmons. Upon roll call the vote was:

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

CITIZEN COMMENTS - None.

COMMUNICATIONS

Ms. Lucido read a card from Chief Vineyard and his wife, Maureen, thanking the Board, Staff, and Shop Members for the flowers and expressions of sympathy regarding the loss of Mrs. Vineyard's brother.

Assistant Shop Steward Vesely congratulated Firefighter Jeff Dennis and his wife on the birth of their baby girl.

OLD BUSINESS

There was further discussion regarding the Ladder Truck refurbishment. Assistant Chief Vomund stated he and Cpt. Kues traveled to Pierce to look over the truck and found minor issues that were fixed. The truck was sprayed with a petroleum-based rust retardant, and it should leave Wisconsin for Station #4 within the next two days, weather permitting.

There was further discussion regarding the Firefighter-EMT Hiring Process. Chief Vineyard said the Application process closed February 13, and 107 applications were received. The Hiring Committee reviewed the application packets which resulted in elimination of 31 applicants mainly due to lack of required documents. The remaining applicants will be invited to take a video test that is being devised and scored through a third party. The test will be administered in two sessions, using the conference room at City Hall. Applicants with the top 30 test scores will move forward in the process.

NEW BUSINESS

Chief Vineyard reviewed the revised Uniform Policy. This policy was reviewed and revisions proposed by the Turnout Gear Committee, Labor Management

Committee reviewed their recommendations, and posted the revised policy for employee review. Several employee comments were received, reviewed, and further changes were made. After discussion of the proposed recommended revisions, a motion was made by Director Laughlin to approve the revised Uniform Policy #234 as presented; Chief Vineyard authorized to sign the policy, 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 the District's computer thin clients have been reviewed by the IT Rep who is recommending they be replaced by computer stations. Labor Management Committee is also recommending replacement of the thin clients. Discussion held regarding how upgrading to computers will enhance reception and work issues in the out stations. There is \$8,000 in the computer budget and replacement cost will total \$6,820.00. Thin clients to be replaced include 2 at each out station, 1 in Administration, and the Battalion Chief Office. Quotes were obtained from Tiger Direct of \$6,820.00, and from Federal GSA Purchasing Group of \$6,985.00. A motion was made by Director Laughlin to approve the purchase of 11 computer work stations to replace thin clients from the low bidder, Tiger Direct Business, for a not to exceed amount of \$6,820.00. Upon roll call the vote was:

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

Fire Marshal Morrison stated that he, Volunteer Firefighter Fredrick, and Firefighter Jewett Ellis have looked into the types and costs of new Smoke Trailers. The District's current smoke trailer is in disrepair and no longer useable or worth fixing. They are looking into applying for a Grant to obtain a new trailer. Firefighter Fredrick reviewed the type of trailer they are recommending, stating it would include more interactive modules for children, adults, and senior citizens, and described these modules. Labor Management reviewed their information and is also recommending moving forward to apply for a Grant for smoke trailer that includes the interactive modules so it can be fully utilized. Mr. Morrison stated the Grant period opens in April and it is an 80/20 grant, where the District would be responsible for 20% of the total cost of the trailer. If successful, the trailer would be completed in 2016, so the approximate

\$20,000 cost to the District would be budgeted in 2016. After discussion, a motion was made by Director Laughlin to proceed with the Grant for the recommended type Smoke Trailer at a not to exceed cost to the District in 2016 of \$20,000, seconded by Director Simmons. Upon roll call the vote was:

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

Chief Vineyard stated that the new Station #1 Open House is scheduled for Saturday, March 28, 2015, from 11:00 a.m. to 2:00 p.m. Labor Management has discussed various options for children's activities and for continuous tours through the Station. On-duty crews won't be pulled, and off duty employees and volunteers will assist with station tours, BBQ'ng, and other activities. Chief Vineyard stated the Open House will be advertised in the District Newsletter he is working on for our residents, and he will update the Directors as it gets closer to publication. Director Laughlin asked that we ensure there are handouts for the children, and Fire Marshal Morrison stated his department is ordering special items for both the adult visitors and kids. Consensus from the Board that the Open House activities are on track.

Financial Director Cerrano stated the District has two smaller accounts left with the Bank of America and requested approval to close the accounts and move to the Central Bank of St. Louis where the District would receive better rates. Bank of America is charging the District fees on these accounts. Director Laughlin made a motion to approve closing of the District's remaining accounts with Bank of America, per Financial Director Cerrano's recommendations, seconded by Director Simmons. Upon roll call the vote was:

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

A motion was made by Director Laughlin at 7:17 p.m. to go into Closed Session pursuant to Section 610.021 (2) Leasing, purchase or sale of real estate by a public governmental body; (12) Any documents related to a negotiated contract until a contract is executed; (13) Individually identifiable personnel records, seconded by Director Gober. Upon roll call the vote was:

Approved,
Board Mtg of 3-26-15

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

A motion was made by Director Laughlin at 7:42 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, Simmons, and Gober
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Director Laughlin made a motion to approve dedicating new Station #1 to Retired Volunteer Deputy Chief Dave Penrod for his 40 years of service to the District, and to obtain information for an outdoor dedication plaque, seconded by Director Gober. Upon roll call the vote was:

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

Director Laughlin made a motion to approve Ameresco's Memorandum of Understanding pertaining to Administration Renovation, Director Laughlin authorized to sign the MOU, seconded by Director Gober. Upon roll call the vote was:

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

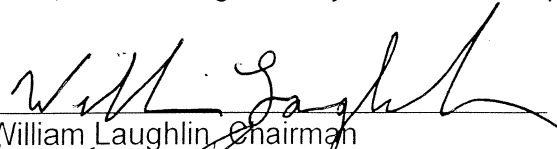
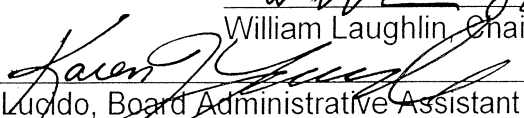
Director Laughlin announced the next Board Work Session is scheduled for Thursday, March 12, 2015, at 7:00 p.m.

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

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

There being no further business, the meeting was adjourned at 7:45 p.m.

ATTEST:


William Laughlin, Chairman

Karen Lucido, Board Administrative Assistant