

MINUTES OF THE REGULAR MEETING OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
October 22, 2015

A Regular Meeting of the O'Fallon Fire Protection District Board of Directors was held on October 22, 2015, in the Board Room located in the Administration Building, 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, Financial Director Bob Cerrano, Fire Marshal Mark Morrison, Battalion Chief Mel Emge, Shop Steward Captain Eric Johnston, Volunteer Firefighter Neil Fredrick, and Board Admin Assistant Karen Lucido. Assistant Chief Vomund was out of town attending a conference.

The following guests were present: Attorney Neil Bruntrager; and Rick Rognan of Rognan & Associates.

The Pledge of Allegiance was led by Chief Vineyard followed by Battalion Chief Emge's reading of the Firefighter Prayer.

Director Laughlin asked for any questions or comments regarding the Board Meeting Minutes of September 24 and October 8, 2015. There being none, Director Laughlin made a motion to approve the minutes of the prior Regular Board Meeting and Public Hearing of September 24, 2015, and Regular Board Work Session Minutes of October 8, 2015, 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 Gober stated a general checking account balance of \$369,653.95. 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.

Approved,
Board Mtg
OF
11-24-15

CITIZEN COMMENTS - None.

COMMUNICATIONS

Admin Asst Lucido thanked the Board members, Chief, and Shop and District members for their well wishes and offers of assistance in the past weeks, stating she and her husband greatly appreciate all the kindnesses.

Volunteer President/Firefighter Neil Fredrick stated Volunteer Bob Moore received a plaque for the District for attending the Jefco Annual Fire Engine Rally with the parade apparatus.

Shop Steward Johnston stated that Battalion Chief Stenger's retirement party is scheduled for Friday evening.

Battalion Chief Emge stated the District's Honor Guard did a great job in Kansas City while attending the firefighters' funeral services. The IAFF Motorcycles also joined the funeral procession.

OLD BUSINESS

There was further discussion regarding Administration Renovation – RFP 2015-03. Chief Vineyard stated that demo is completed and framing begun on both floors, and wiring will begin soon. Utilities were locked out, but are now turned back on. Discussion held regarding the building's current four gas meters being combined to a single service, which may be required by the gas company, and our mechanical contractor will make the necessary connections if needed. There are multiple electrical meters that may have to be combined into one meter, and could cost an additional \$16,000 which is a quote from Liberty Electrical. Director Gober stated the amount sounds high. Chief Vineyard stated another option is to get rid of the meter box and pipe in the Board Room by getting rid of one meter, and Liberty will quote this option. Existing doors in the building will be reused and new ones purchased to match those which will save approximately \$700 per existing door. Everything is going well. Discussion that combining electric meters if required now, must be done under the existing contract and not be bid out. If combining electric meters is not required, bids could be requested after the renovation project is completed. Director Gober will submit possible names of electricians to Chief Vineyard. Chief Vineyard said a security system has not been chosen yet, but connections will be roughed in by electrician. The

outside sign needs updating; Chief Vineyard will obtain quotes on the sign and security system.

There was further discussion about the District's Public Website. Chief Vineyard met with Sue Spencer regarding the design of the website; she will have several design alternatives for the District's review.

There was further discussion regarding Retiree Health Insurance. Chief Vineyard stated he is putting a committee together that will include Fire Marshal Morrison as he is a Pension Board member. Mr. Kolacek, Actuary, will be contacted to let him know that the District is looking at options and he will be asked to run the numbers again in the near future. Director Laughlin asked if his numbers from the last study could be used for this study – they will be used. This remains a work in progress.

NEW BUSINESS

Chief Vineyard stated that he received a concrete bid from Hemmer Concrete to repair a 5-6 foot section of curb on the north-side driveway of Station #1, and pour a pad for the Bell Memorial. Concrete Solutions (Hawkins) was also contacted, but chose not to bid. Discussion held. A motion was made by Director Laughlin to approve the bid from Hemmer Construction for Station #1 concrete work, per the terms of Hemmer's Proposal dated October 16, 2015, at a cost of \$3,240.00, seconded by Director Simmons; Director Laughlin authorized to sign proposal. 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 he received a concrete bid from Hemmer Concrete to repair Station #5's front driveway. Discussion held regarding the work needed and proposed. Concrete Solutions (Hawkins) was also contacted, but chose not to bid. Discussion held. A motion was made by Director Laughlin to approve the bid from Hemmer Construction for Station #5 concrete work, per the terms of Hemmer's Proposal dated October 16, 2015 at a cost of \$3,940.00; Director Laughlin authorized to sign proposal, 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.

Chief Vineyard requested approval of budget amendments and reviewed the amendments that include moving \$8,000.00 to the Audit and Accounting Budget due to the costs of the new ADP system and Mr. Rognan's services for November and December, from the Salary & Wages Budget. A motion was made by Director Laughlin to approve Request for Amendments to the 2015 Budget as presented in Chief Vineyard's memo dated October 22, 2015 and attached as Exhibit I, 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 7:34 p.m. to go into Closed Session pursuant to Section 610.021 (1) Confidential or privileged communications between a public governmental body and its attorneys; (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, and (13) Individually identifiable personnel records, after a 10 minute break, 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.

A motion was made by Director Laughlin at 8:37 p.m. to adjourn the Closed Session and reconvene in Open Session, 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.

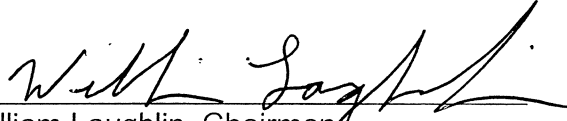
Director Laughlin announced the next Board Work Session is scheduled for Thursday, November 12, 2015, at 7:00 p.m.


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.

Approved, Board Mtg of 11-24-15

There being no further business, the meeting was adjourned at 8:38 p.m.


William Laughlin, Chairman

ATTEST: 
Karen Lucido, Board Administrative Assistant
Recording Secretary

APPROVED COPY

Approved,
Board Mtg of 11-24-15

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: Thomas Vineyard
Date: 10/22/2015
RE: Request for Amendments to the 2015 Budget

GENERAL FUND

I am requesting the Board increase Line Item 5435000, Audit and Accounting Services, by \$8,000 for payroll services. To offset this increase, I am asking the Board to decrease Line Item 5110000, Salaries and Wages by \$8,000.