

Approved,
Board Mtg
OF 1-28-16

MINUTES OF THE REGULAR MEETING OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
November 24, 2015

A Regular Meeting of the O'Fallon Fire Protection District Board of Directors was held on November 24, 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, Assistant Chief Ken Vomund, Financial Director Bob Cerrano, Fire Marshal Mark Morrison, Battalion Chief Andy Parrish, Shop Steward Captain Eric Johnston, Assistant Shop Steward Captain Chad Vesely, Engineer Jewett Ellis, Engineer Dave Koenig, and Board Admin Assistant Karen Lucido.

The following guests were present: Attorney Neil Bruntrager; and Shane Edgar of Dutchman Realty.

A motion was made by Director Laughlin at 6:50 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, 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 7:27 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.

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

Director Laughlin announced that in the Closed Session the District received an offer of \$425,000.00 to purchase the East Elm Building, and the Board accepted that offer; closing to be held within 90 days after execution of the documents.

Director Laughlin asked for any questions or comments regarding the Board Meeting Minutes of October 22, 2015 and November 12, 2015. There being none, Director Laughlin made a motion to approve the minutes of the prior Regular Board Meeting of October 22, 2015, and Regular Board Work Session Minutes of November 12, 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 \$262,912.28. 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

Director Laughlin recommended the District firefighters sponsor Bell-Ringing for the Salvation Army at one the local spots. Chief Vineyard will contact the Salvation Army and coordinate this. The Holiday Dinner at the Salvation Army is being held December 20, 2015; per Battalion Chief Parrish – slots are now being scheduled for District members to work at this event.

Shop Steward Johnston stated that the crews participated in No Hunger Holiday; and the Firefighters Community Outreach and the Shop each donated \$1,000.00 to this cause. The Firefighters also adopt one or two local needy families for Christmas. He stated the Salvation Army Truckloads of Canned Foods Event happening December 5, and crews will assist with unloading the trucks. Engineer Tom Vogelgesang is participating in a fundraiser event for the St. Baldrick’s Foundation – a foundation to help conquer childhood cancers, and an event will be held January 30, 2016 at the Turtle Creek Pub; additional information will be forthcoming.

Ms. Lucido read two communications:

1. A letter from Ms. Christopher of First Free Will Baptist Church, thanking the firefighters for participating in their Trunk or Treat event.
2. A card from Westhoff Elementary kindergarten teachers and students, thanking the firefighters for coming out to the school and teaching them about fire safety.

OLD BUSINESS

There was further discussion regarding Administration Renovation. Per Chief Vineyard: construction is coming along well and the second floor is almost complete. A contract was signed with TSI Security Company, and a change order may be issued to install a guardrail by the outdoor sign, as well as install ceiling fans in the Board Room (\$3,000 and \$1,600 respectively). No concrete has been poured. The building will need gutters and Mr. Jahneke is obtaining process, and we are looking at obtaining an awning for over the entrance doors. The building should be completed by December 18. Director Laughlin asked about ductwork within the building. Flexible ducts will be placed in the ceilings, but not walls.

There was further discussion about the District's Public Website. Chief Vineyard received the preliminary layout from Ms. Spencer that contains data sites for us. Preliminary layout will be sent to labor management to review.

NEW BUSINESS

Mr. Rognan handed out his Financial Update for October 2015. He gave an in depth review of the layout and content, stating each month the layout of the report will be similar and as detailed. Mr. Rognan stated he will attend the second Board Meeting of each month.

Assistant Chief Vomund stated that the man-door by the hose tower at Station #4 needs repairs, and explained the issue. After discussion, a motion was made by Director Laughlin to approve Comarco-St. Louis, Inc.'s proposal to repair Station #4's entry door at a not to exceed cost of \$1,100.00, per their proposal dated October 15, 2015; Chief Vineyard authorized to sign proposal, 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.

Assistant Chief Vomund stated that Station #5's Entry Door needed repairs as it had initially been incorrectly installed many years ago, and the glass and frame may have to be replaced. After discussion of the issue and possible solutions to repair the door, a motion was made by Director Laughlin to approve Comarco-St. Louis, Inc.'s proposal to repair Station #5's entry door at a not to exceed cost of \$950.00, per their proposal dated October 15, 2015; Chief Vineyard authorized to sign proposal, 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 a proposal was obtained from Cord Moving to move the East Elm Administration Building contents to the Laura K Drive Building. He reviewed the terms of their proposal, that included 3 trucks, a total of 8.5 hours from start to finish, completely loading, unloading, and placing items in each designated office, set up of desks and furniture. Chief Vineyard will check on the language in the damage clause. After discussion, a motion was made by Director Simmons to approve Cord Moving & Storage Company's proposal for relocating Administrative Offices to 111 Laura K Drive for a not to exceed amount of \$3,000.00, per the terms of their proposal dated November 20, 2015; Chief Vineyard authorized to sign proposal, seconded by Director Laughlin. 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 he needed to purchase a new laptop and requested a Microsoft Surface which is a workbook and tablet in one; government pricing ranges from \$400.00 to \$1,400.00. After discussion a motion was made by Director Laughlin to approve the purchase of one, Microsoft Surface Pro 4.0 and needed accessories at an amount not to exceed \$1,600.00, 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 8:02 p.m. to go into Closed Session pursuant to Section 610.021 (13) Individually identifiable personnel records, after a 10 minute break, 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 8:25 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.

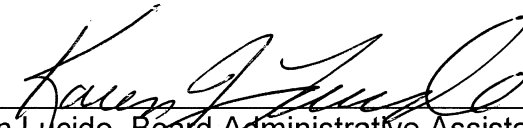
Director Laughlin announced the next Board Work Session is scheduled for Thursday, December 10, 2015, at 7:00 p.m.

A motion was made by Director Laughlin to adjourn the meeting, 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.

There being no further business, the meeting was adjourned at 8:26 p.m.


William Laughlin, Chairman

ATTEST: 
Karen Lucido, Board Administrative Assistant
Recording Secretary