

**MINUTES OF THE REGULAR MEETING OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
March 22, 2018**

A Regular Meeting of the O'Fallon Fire Protection District Board of Directors was held on Thursday, March 22, 2018, in the Board Room located in the Administration Building, 111 Laura K Drive, 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. 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, Assistant Chief Brian Moore, Fire Marshal Mark Morrison, Battalion Chief Andy Parrish, Battalion Chief Mel Emge, and Board Administrative Assistant Karen Lucido.

The following guest was present: Warren Signs representative

The Pledge of Allegiance was led by Chief Vineyard followed by the reading of the Firefighter Prayer.

Director Laughlin asked for any questions or comments regarding the Board meeting Minutes of February 22, March 2, and March 8, 2018. There being none, Director Laughlin made a motion to approve the meeting minutes of the prior Regular Board Meeting of February 22, 2018, Regular Board Work Session of March 9, 2018, and Special Session of March 2, 2018, 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 \$1,399,110.93. 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 at 4-26-18 Board Mtg

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CITIZEN COMMENTS - None.

COMMUNICATIONS

1. Chief Vineyard thanked Assistant Chiefs Vomund and Moore for their help in setting up the St. Charles County Vision Leadership Fire Ops class that the District helped host last week, and the crewmembers that worked this event. The class was very successful and he received many positive comments.

2. Ms. Lucido read the following 2 communications:

- An email from Ms. Richard of Ft. Zumwalt West High School thanking District members that participated in their College Fair.
- A letter from Chief Black of Creve Coeur Fire Protection District thanking Firefighters Elliot Thomas and Cody Willis and the OFPD Honor Guard for participating in the funeral services for Retired Captain Ted Schuermann.

OLD BUSINESS

There was further discussion regarding Station Renovations. Per Chief Vineyard: Station #3 - Met with committee members and architect; putting together the preliminary design; the next step is the plan drafting phase. Station #4 - Met with the engineer to go over the mechanicals, trying to avoid the issues we had at Station #5. Timeline is to go out to bid sometime before the end of April, with the project beginning the first part of June, 2018.

There was further discussion about RFP 2018-01: Station Electric Signs. Chief Vineyard stated that the sealed bids were opened at the March 8 Board Meeting. The Committee met and reviewed the proposals that were similar in content, and recommends Piros Signs which had the low bid. Discussion held. A motion was made by Director Laughlin to approve Piros Signs to provide and install electronic signs at Stations 1, 3, and 5, as the best qualified bidder for the lowest price, per the terms of their bid in response to RFP 2018-01 in the amount of \$77,049.00; Director Laughlin authorized to sign contract, 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.

Approved at 4-26-18 Board Mtg

NEW BUSINESS

Chief Vineyard stated Mr. Rognan emailed him this month's report, as he was unable to attend the meeting. The District remains in good financial shape. Fire Marshal Morrison stated the District should see an increase of permit fees this year of up to \$50,000 on an assisted living building at Villa Teresa.

Chief Vineyard reviewed the proposed revised minimum staffing policy and requested approval; revisions were recommended by labor management to more accurately reflect current practices, and a draft policy was posted for employee review.

Discussion held. A motion was made by Director Laughlin to approve SOP #306 – Minimum Staffing policy, as presented; Chief Vineyard authorized to sign policy, 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 stated the Weapons Resolution would be discussed at the next Board meeting.

A motion was made by Director Laughlin at 7:20 p.m. to go into Closed Session under Section 610.021 (1) Legal Actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys, (13) Individually identifiable Personnel Records; 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 to adjourn the Closed Session and reconvene in Open Session at 7:25 p.m., 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.

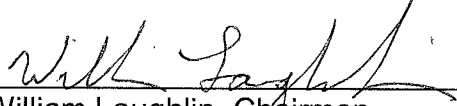
Director Laughlin announced the next Board Work Session is scheduled for Thursday, April 12, 2018 at 7:00 p.m.

Approved at 4-26-18 Board Mtg

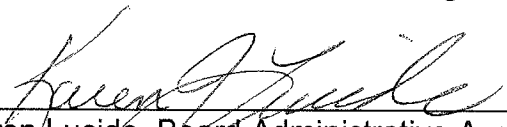
A motion was made by Director Laughlin to adjourn the meeting, seconded by Director Gober. Upon roll call the vote was:

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 7:26 p.m.



William Laughlin, Chairman

ATTEST: 

Karen Lucido, Board Administrative Assistant
Recording Secretary

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