

Approved at 7-26-18 Board Mtg

MINUTES OF THE REGULAR WORK SESSION
OF THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
July 12, 2018

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, July 12, 2018, at the Administration Building Board Room, 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, and Director Matt Gober. Director Matt Simmons was excused. The following staff members were present: Assistant Chief Ken Vomund, Assistant Chief Brian Moore, Fire Marshal Mark Morrison, Battalion Chief Andy Parrish, Captain Mike Alcorn, Assistant Shop Steward Captain Darren Daly, Shop Steward Captain Eric Johnston, and Board Administrative Assistant Karen Lucido. Chief Vineyard was excused.

The following guests were present: Attorney Bruntrager; Rick Rognan CPA

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

FINANCIAL MATTERS.

Rick Rognan gave his July 2018 Financial Report, that included the following: *2018 Preliminary 7-1-2018 and Post BOE 8-17-2017 District Assessments* which reflects a Real Estate increase of \$14,291,419, and Personal Property increase of \$18,284,211. The June financial statement shows the District remains under budget to-date by 7.85% which equates to approximately \$926,000 under budget and should remain under budget at the end of the year; he anticipates approximately \$5 million going into Reserves at the end of this year. The District has realized 98.6% in tax collections. He reviewed expenses and revenues with Vehicle Expenses and Insurance remaining high, which was anticipated. EMS calls remain increased over 2017. Mr. Rognan commended the Board on their conservative spending.

Per Assistant Chief Vomund: Station #4 Solar Panel removal must be completed prior to Freise Construction beginning the tear-down of Station #4. He stated Bay 4 will allow the District to select an electrician to do this as long as Bay 4

approves our recommendation; the District will pay for the removal and reinstallation of the solar panels. The living trailer and pods have been delivered to Station #4 as this station will remain open during renovation. Freise estimates they will begin demo by the beginning of August. Discussion held. Consensus from the Board for Assistant Chief Vomund to contact Schneider Electric and obtain a quote for solar panel removal and reinstallation.

Per Assistant Chief Vomund: Station #3 Renovation project is advertised and out for bid with sealed bids due back August 8, opened at the August 9, 2018, 7:00 p.m. Board Meeting, with the intent to award the bid at the August 23, 2018 regular Board meeting. A mandatory pre-bid conference is scheduled for July 18, 2018.

Per Captain Johnston: Station #5 requires electrical repairs and he reviewed Bathe Electric's quote for these services. LMC reviewed this quote and approved certain jobs stated within it. Discussion held. A motion was made by Director Laughlin to approve Bathe Electric proposal for electrical repairs at Station #5 per their quote dated June 4, 2018, items revised by Labor Management, for a not to exceed amount of \$4,669.00; Director Laughlin authorized to sign proposal, seconded by Director Gober. Upon roll call the vote was:

Ayes: (2) Directors Laughlin, and Gober
Nays: (0) None
Absent: (1) Simmons
Motion declared and carried.

Per Assistant Chief Moore: Pezz Lawn Care gave a proposal to address Stations 1, 3, 4, and 5 maintenance issues, and he reviewed their estimate. Labor Management previously reviewed their proposal and removed Station #4's items due to its upcoming renovation, and Station #3's plant replacement which is better done in fall. Discussion held. A motion was made by Director Laughlin to approve Pezz Lawn Care's quote dated June 18, 2018, for Maintenance of Stations 1, 3, and 5, items revised by Labor Management, for a not to exceed amount of \$1,655.00; Director Laughlin authorized to sign estimate, seconded by Director Gober. Upon roll call the vote was:

Ayes: (2) Directors Laughlin, and Gober
Nays: (0) None
Absent: (1) Simmons
Motion declared and carried.

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Captain Alcorn reviewed the Emergency Reporting System (ERS) the District is considering that would replace the current FireHouse System. He stated FireHouse has not been updated in several years and will eventually no longer be offered. ERS can be accessed from anywhere by anyone; the program is more user friendly; it is more interactive with other programs such as Active 911. Captain Alcorn is in contact with ERS and continues to evaluate the system to ensure it will fit the District's needs. ERS will be more expensive than FireHouse, but will be more accessible and accommodate more of what the District requires for its reporting. Chief Vineyard will keep the Board updated.

Captain Alcorn updated the District's Pension program move from AUL to Mass Mutual. He stated RPA is ready to move forward with the transition; employees will be notified of the upcoming timeframes and blackout period which could last 2-4 weeks. The goal is a go-live date of September 1, 2018. All employee accounts will be frozen during the blackout period.

LABOR MANANGEMENT

Assistant Chief Vomund reviewed the new policy regarding Annual Hydrant Flow Testing that is in response to ISO and Accreditation recommendations. The policy has been reviewed by LMC and posted for employee comments. No comments were received, and he requested Board approval of the policy. Discussion held. A motion was made by Director Laughlin to approve Policy #347.01-Annual Fire Hydrant Flow Testing Program, as presented; Chief Vineyard authorized to sign policy, seconded by Director Gober. Upon roll call the vote was:

- Ayes: (2) Directors Laughlin, and Gober
 - Nays: (0) None
 - Absent: (1) Simmons
- Motion declared and carried.

OPERATIONS

Further discussion regarding Station #4 Solar Panel removal. Consensus that obtaining an electrician should occur as soon as possible so the project is not delayed.

OTHER ITEMS FOR CONSIDERATION - None.

A motion was made by Director Laughlin at 7:37 p.m. after a 10 minute break, to go into Closed Session under 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; (2) Sale of real estate by a public government body; (12) 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:

Ayes: (2) Directors Laughlin, and Gober
Nays: (0) None
Absent: (1) Simmons
Motion declared and carried.

A motion was made by Director Laughlin to adjourn the Closed Session and reconvene in Open Session at 8:18 p.m., seconded by Director Gober. Upon roll call the vote was:


Ayes: (2) Directors Laughlin, and Gober
Nays: (0) None
Absent: (1) Simmons
Motion declared and carried.

Director Laughlin announced the next regular Board Meeting will be held Thursday, July 26, 2018 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: (2) Directors Laughlin, and Gober
Nays: (0) None
Absent: (1) Simmons
Motion declared and carried.

There being no further business, the meeting was adjourned at 8:20 p.m.


William Laughlin, Chairman

ATTEST:


Karen Lucido, Recording Secretary
Board Administrative Assistant