

MINUTES OF THE REGULAR WORK SESSION
OF THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
August 9, 2018

Approved at 8-23-18 Board Mtg

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, August 9, 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, Director Matt Simmons, and Director Matt Gober. The following staff members were present: Chief Vineyard, Assistant Chief Ken Vomund, Assistant Chief Brian Moore, Fire Marshal Mark Morrison, and Board Administrative Assistant Karen Lucido.

The following guests were present: Attorney John Bruntrager; Rick Rognan CPA; Chuck Jahneke-Architect; Layneco representative; and Freise representative.

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

FINANCIAL MATTERS:

Mr. Rognan reviewed the preliminary tax rates for the Public Hearing Notice to be published for the September 13, 2018 Public Hearing. There is no change in tax rates at this time, and final changes, if any, will be insignificant. Discussion held. A motion was made by Director Laughlin to approve publication of the Public Hearing Notice for September 3, 2018 Public Hearing once finalized tax rate numbers are received from the St. Charles County Assessor's Office, 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.

Mr. Rognan reviewed the District's Financial Report for July 2018 stating that the District is 9.9% under budget (approximately \$1.2 million); has received 99% of tax monies; received 133% additional monies due to interest and commended the

Board for its investment decisions with District funds. Expenses remain on track as budgeted. The District has run 446 calls through July that include 193 EMS.

Director Laughlin requested the sealed bids received in response to RFP 2018-03 – Station #3 Renovation be opened and read aloud. Director Simmons opened the four sealed bids and Chief Vineyard read them as follows: (1) Layneco Construction, 1027 Cool Springs Industrial Dr., O’Fallon, MO 63366: Base Bid \$184,990.00 including allowances; Alternates #1 - \$3,600.00 and #2 - \$3,000.00. (2) A. Eilers Construction, 8 Lake Hill Dr, St. Peters, MO 63376: Base Bid - \$258,906.00 including allowances; Alternates #1 - \$5,500.00 and #2 - \$3,900.00. (3) Freise Construction, 17 Reckamp Rd, Old Monroe, MO 63369: Base Bid: \$240,100.00 including allowances; Alternates #1 - \$10,250.00 and #2 - \$6,132.00. (4) Hankins Construction Co, 9889 Page Ave, St. Louis, MO 63132: Base Bid - \$234,000.00 including allowances; Alternates #1 - \$4,500.00 and #2 - \$2,700.00. Chuck Jahneke-Architect will review bids and meet with the District’s Building Committee, with a final decision announced at the August 23, 2018 Board Meeting.

Chief Vineyard updated Station #4’s renovation. Freise Construction submitted two requests as follows: RFP #1 or RFP #2 – Bilateral water fountains which are required by O’Fallon City Building code for handicapped. Two model of bilateral water fountains were reviewed: RFP #1 for \$524.83 and RFP #2 for \$1,593.21 (bottle filled). Discussion held. A motion was made by Director Laughlin to approve Freise Construction Co. RFP #1 Bi-Lateral Water Fountain for Station #4 Renovation dated July 18, 2018 as presented for \$524.83, seconded by Director Simmons; Director Laughlin authorized to sign RFP. Upon roll call the vote was:

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

Freise Construction RFP #3 for plumbing contractor for Station #4’s renovation. Discussion held. A motion was made by Director Laughlin to approve Freise Construction RFP #3 plumbing contractor for Station #4 Renovation dated July 18, 2018 as presented in the amount of \$10,262.00, seconded by Director Simmons; Director Laughlin authorized to sign RFP. 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 discussed the need for additional ballistic vests and reviewed the different levels of protection, stating Labor Management is recommending this purchase. Additional vests will bring the total to 5 vests per apparatus. Discussion held. A motion was made by Director Laughlin to approve the purchase of 9 ballistic vests per WebCorp's quote dated August 9, 2018 at a not to exceed cost of \$2,682.00, 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 Moore described the Stop-the-Bleed bags and how they are utilized on calls. He and Labor Management are recommending purchase of 5 bags for each truck. Discussion held. A motion was made by Director Laughlin to approve purchase of 20 Stop-the-Bleed Bags at a not to exceed cost of \$4,000.00, seconded by Director Simmons. Upon roll the vote was:

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

Chief Vineyard stated that Attorney Bruntrager reviewed the memorandum of understanding (MOU) from MuFRTI regarding the District gifting them its Burn Trailer. Additional language was requested regarding sold as is and liability clause. A revised MOU should be available for approval at the next Board meeting.

Assistant Chief Vomund reviewed Banner Fire's updated change order regarding the new Ladder Truck purchase; headphones need to be installed at a cost of \$5,000; incidentals that were previously approved at \$5,000 were reviewed. Discussion held. A motion was made by Director Laughlin to approve Banner Fire Equipment Inc.'s change order to E-One CR100 Aerial Truck-revised, dated August 7, 2018 as presented; Director Laughlin authorized to sign change order, 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.

LABOR MANAGEMENT

Chief Vineyard reviewed the revised Ride Along Request policy that Labor Management approved. The main revision is any ride along personnel must have Firefighter I & II and EMT License, except District Junior Firefighters. Discussion held. A motion was made by Director Laughlin to approve revised Policy #118.03-Ride Along as presented; Chief Vineyard authorized to sign policy, 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 reviewed revisions to the vacation-leave policy that Labor Management approved. Discussion held, one minor change to vacation cancellation notifications. A motion was made by Director Laughlin to approve revised Policy #205 Leave and Holiday, as presented; Chief Vineyard authorized to sign policy, 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.

OPERATIONS

Chief Vineyard congratulated the Board members on the failure of Proposition A and thanked District members for their support given off duty at the polls.

OTHER ITEMS FOR CONSIDERATION

Assistant Chief Moore reviewed upcoming District events that included District Firefighter Outreach's assistance to Ft. Zumwalt School District's fundraising for school supplies for needy students, and Dardenne Elementary and Westhoff Elementary schools' back to school nights BBQ event. The District is hosting an Ice Cream Social at Station #5 tentatively September 5 – free to the public.

Chief Vineyard stated that the District received donations of 120 cases of water from Firehouse Subs, and water/Gatorade from Schnucks (where District residents purchased bottles and donated them for Fire and Police departments). Thank you's were given to Firehouse Subs and Schnucks Markets.

A motion was made by Director Laughlin at 7:38 p.m. 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 Simmons. Upon roll call the vote was:

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

A motion was made by Director Laughlin to adjourn the Closed Session and reconvene in Open Session at 7:55 p.m., seconded by Director Simmons. Upon roll call the vote was:

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

During the Closed Session a motion was made by Director Laughlin to approve the promotion of Firefighter James Castello to the position of Engineer, seconded by Director Gober. Upon roll call the vote was:

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

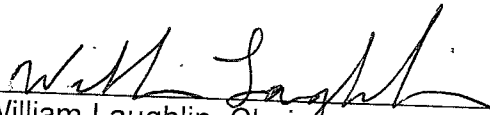
Director Laughlin announced the next regular Board Meeting will be held Thursday, August 23, 2018 at 7:00 p.m.

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

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

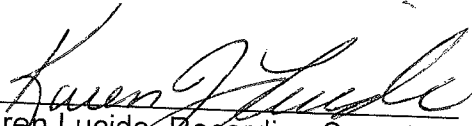
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There being no further business, the meeting was adjourned at 7:56 p.m.



William Laughlin, Chairman

ATTEST:



Karen Lucido, Recording Secretary
Board Administrative Assistant

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