FENTON FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

APRIL 13, 2018

A meeting of the Board of Directors of the Fenton Fire Protection District (hereinafter called the “District”) was held on Friday, April 13, 2018, at the Fenton Fire Protection District, Firehouse #1, 845 Gregory Lane, Fenton, Missouri 63026.

Chairwoman Beth L Viviano called the meeting to order at 5:01 p.m.

ROLL CALL:

The following directors were present for Roll Call:
Beth L Viviano
Jennifer Grimes
Tom Ascheman – Present by telephone

Also present were:

Chief Tom Steitz          District Fire Chief
Gary Wolfe               District Legal Counsel

Chairwoman Viviano ruled that a quorum was present and called the meeting to order.

APPROVAL OF THE MINUTES

The minutes from the regular meeting held March 28, 2018 were presented for review. After discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to approve the minutes of the regular meeting held March 28, 2018. The motion was approved and unanimously carried 3-0.

APPROVAL OF BILLS

Chief Steitz presented the Board with the bills for review and payment, which totaled $151,994.78. This list of bills is attached hereto and made a part of the minutes to the meeting. After discussion, it was

moved by Director Grimes and seconded by Director Ascheman to approve the bills for payment and ratification. The motion was approved and unanimously carried 3-0.

TREASURER’S REPORT

Chief Steitz next presented the Board with the Treasurer’s Report on balances of accounts, deposits, payments and transfers for the General, Ambulance, Dispatch, Pension, HRA and FSA funds. Chief Steitz mentioned the District was in the process of transferring bank balances from Commerce Bank to Reliance Bank for greater return on interest. Balances since last meeting are:
NEW BUSINESS

The first issue of New Business was the necessity for a new staff vehicle after the District hired a new training officer. The request was made by Chief Steitz to have Requests for Proposal (RFP) submitted for the purchase of a new vehicle. The last vehicle purchased cost $37,232 from Don Brown Chevrolet and the cost for this new staff vehicle is already in the District’s budget.

After this discussion, it was

Moved by Director Grimes and seconded by Director Ascheman to put out an RFP to purchase a staff vehicle for the training officer. The motion was approved and unanimously carried 3-0.

The next item for the Board was the STARR vehicle used by the District. This vehicle is a 2007 Ford F350 pickup. The STARR organization had been contacted by Homeland Security to make certain log books on the use of the vehicle were being kept. Log books had not been kept until late 2017, but are now being kept by the District. The District will be audited by the STARR organization shortly and then STARR will make a determination whether the vehicle is to be returned to STARR. Chief Steitz stated he would have an update for the Board at the next meeting. Next, Chief Steitz discussed that all District bank accounts which exceed the $250,000 FDIC coverage limits are 100% collateralized as of March 31, 2018. The amount of District funds protected by FDIC insurance was $1,051,658.

CHIEF’S REPORT

Initially, Chief Steitz reported the Steering Committee met. There were several working fires to report. One was a house fire, another a garage fire and the District provided support to Metro West for an apartment fire which included a fatality. The District produced a “Docu Drama” intended for high school age individuals regarding dangers of Prom Night which is on Facebook. The Chief reported the new 1307 vehicle is in service and there was a Heroes Day at Stanton Elementary with a District fire crew attending. The District attended Chamber Business Day with the Fenton Chamber of Commerce at Summit High School. Also, 4 persons from the District will be sent to the Fire Department Instructors Conference at the end of the month for various training classes. Chief Steitz reported there was a promotional ceremony for Tom Mueller as he is the new Deputy Chief of Training taking office on April 19, 2018 and he will be the District liaison to the Special Operations Team. The National Incident Management System (NIMS) Resolution which Attorney McLaughlin recommended will be on the agenda at the next Board meeting. This resolution will help solidify federal funding for the District. Finally, K & P Logistics agreed to wait on the property proposal for the parcel located on the other side of the highway.
Respectfully submitted and attested to by:

Beth L Viviano, Chairwoman

Jennifer Grimes, Treasurer

Tom Ascheman, Secretary