

Approved, Board Mtg OF 5-25-17

MINUTES OF THE REGULAR MEETING OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
April 27, 2017

A Regular Meeting of the O'Fallon Fire Protection District Board of Directors was held on Thursday, April 27, 2017, 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: Battalion Chief Mel Emge, Fire Marshal Mark Morrison, Captain Darren Daly, Captain Eric Johnston, Engineer Tom Vogelgesang, Engineer Kevin Davis, and Board Administrative Assistant Karen Lucido. Chief Tom Vineyard was attending VISION graduation, and Assistant Chief Ken Vomund, and Assistant Chief Brian Moore were excused.

The following guest was present: Attorney Neil Bruntrager

The Pledge of Allegiance was led by Battalion Chief Emge followed by Fire Marshal Morrison's reading of the Firefighter Prayer.

Director Laughlin made a motion to amend the Agenda by adding *Item d.- Command Solutions Proposal for Captain's Promotional Process*, under New Business, 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 asked for any questions or comments regarding the Board Meeting Minutes of March 23, and April 13, 2017. There being none, Director Laughlin made a motion to approve the minutes of the prior Regular Board Meeting of March 23, 2017, and Regular Board Work Session of April 13, 2017, as presented, 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 \$1,980,607.66. There were no questions. 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

Engineer Tom Vogelgesang read a letter thanking everyone who donated and/or gave their time or resources in support of the St. Baldrick's fundraiser event. He stated Keira was his inspiration for raising money to help stop childhood cancer. Tom thanked the Board of Directors, Chief, and Assistant Chiefs for their support. Director Laughlin thanked Engineer Vogelgesang and the Firefighter Outreach program for their work in this important endeavor.

Board Administrative Assistant Lucido read the following communications:

1. A memo from Ft Zumwalt North High Counselors thanking Captain Emge, and Engineers Shawn Sides and Jeff Smith, for participating in their Career Day. Battalion Chief Emge stated that this crew also responded to a medical emergency situation while at this event.

2. A letter from Ms. Schneider thanking Battalion Chief Parrish, Captain Bollenbach and Engineers Janes and Livingston for their compassionate and professional response to a suicide call.

3. A letter from Ms. Rivera thanking Engineers Darwin Shepherd, Adam Stenger, and Jon Blevins for their quick response to a medical emergency call, resulting in a positive outcome for her family member.

4. A card from the family of Rosie Prinster, thanking the Board for their condolences regarding Ms. Prinster's passing.

5. A card from Wentzville Fire Protection District Battalion Chief Willie Meyer's family, thanking the Board and District members for the flowers and expressions of sympathy regarding the passing of his father.

6. A card from Ms. Montgomery and Mr. Dubrowki of the St. Charles VISION Program, thanking Chief Vineyard and Board of Directors for assisting with the planning and the Emergency Services program for this program's attendees.

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Battalion Chief Emge commended Engineers Kevin Davis and Jim Castello for saving a dog while responding to a recent fire call.

OLD BUSINESS

There was further discussion regarding Station Renovations. Per Shop Steward Johnston, Weis Design supplied two drawings each for renovations at Stations 4 and 5, and will devise 2 renovation plans for Station #1. Chief Vineyard has requested approval to move forward with the Design Phase for Stations #4, and #5; Shop Steward Johnston stated the Committee was not yet ready for Station #4. Director Laughlin stated Station #4 would be addressed at a later date. Director Simmons questioned if the Building Committee is satisfied with Weis Design's work; Captain Johnston stated, yes. Discussion held. A motion was made by Director Laughlin to approve moving forward with the Design Phase and Construction Document Phase for Station #5 per the terms of the Weis Design Architecture & Engineering Proposal previously approved, January 18, 2017, 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 approve Weis Design Architecture & Engineering's Proposal for Station #1 renovation Concept Phase at a not-to-exceed cost of \$6,000.00, as presented; Chief Vineyard authorized to sign proposal, 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.

NEW BUSINESS

Rick Rognan, CPA, was not available for this meeting; no monthly financial report was provided.

Chief Vineyard had submitted a new policy titled: Cancer Prevention. Labor Management reviewed the policy and it was posted for employee review with no

comments received. Battalion Chief Emge explained why this policy is needed. Discussion held regarding decontamination at a scene and storing turnout gear. After discussion, a motion was made by Director Laughlin to approve new Policy #240.01 – Cancer Prevention, as submitted; 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.

Attorney Bruntrager reviewed the First Amendment of the Intergovernmental Agreement regarding the County Mobile Radio System, explaining the amendment had to do with adjusting timeframes. Discussion held. A motion was made by Director Laughlin to approve "*First Amendment to Intergovernmental Agreement for the Construction, Operation, Ownership, and Maintenance of the St. Charles County Digital P25 Land Mobile Radio Microwave System for Public Safety and Emergency Communications*", Director Laughlin authorized to sign amendment, 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.

Chief Vineyard had requested approval of Command Solutions' agreement to provide examinations for the current Captain's Promotional Process. The proposal was reviewed and discussion held. Captain Johnston stated Command Solutions was utilized at the last officer examination process and the District was satisfied with their services. A motion was made by Director Laughlin to approve Command Solutions proposal to provide Examination Services for the Captain's Promotional Process for a not-to-exceed cost of \$900.00, per the terms of their proposal dated April 27, 2017; Director Laughlin authorized to sign proposal, 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 made a motion to approve the Closed Session Meeting minutes from March 23, 2017, 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 Laughlin announced the next Board Work Session is scheduled for Thursday, May 11, 2017, 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 7:30 p.m.


William Laughlin, Chairman

ATTEST: 
Karen Lucido, Board Administrative Assistant
Recording Secretary