

**MINUTES OF THE REGULAR WORK SESSION**  
**OF THE O'FALLON FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS**  
**August 10, 2017**

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, August 10, 2017, 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, and Director Matt Simmons. 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, Captain Matt Braile, Captain Darren Daly, Engineer Kory Dunn, Engineer Mike Knipping and Board Administrative Assistant Karen Lucido.

The following guest was present: Attorney Neil Bruntrager

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

**FINANCIAL MATTERS:**

Director Laughlin requesting opening of the sealed bids for Station #5's renovation received in response to RFP 2017-01. Ms. Lucido stated six bids were received, opened the sealed envelopes, results as follows: (1) Demien Construction, Wentzville, MO; (2) Layneco Construction Services, O'Fallon, MO; (3) Wachter, Inc., Arnold, MO; (4) John Kalicak Construction, St. Louis, MO; (5) BBI Constructors, St. Peters, MO; and (6) Friese Construction, Old Monroe, MO. Attorney Bruntrager stated all bids would be given to Weis Design and would be made available to any contractor wishing to view them by contacting Weis Design. Director Laughlin stated the Building Committee would review a copy of the bids and the Board would make a decision at Thursday, August 17, 2017, 4:00 p.m. Special Board Meeting, announcing the selected company during Open Session.

There was further discussion regarding the housing trailer to be installed at Station #5 during the renovation. Assistant Chief Vomund reviewed Heggemann's

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service quote for water and sewer hook up for this temporary housing. He also reviewed Bathe Electric's quote for services to install electricity to the trailer. Discussion held. A motion was made by Director Laughlin to approve Heggemann Inc.'s services for water/sewer hookup for Station #5's temporary housing trailer for \$16,662.00, per the terms of their proposal dated August 7, 2017; Director Laughlin authorized to sign proposal. Upon roll call the vote was:

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

A motion was made by Director Laughlin to approve Bathe Electric's services to install electrical connections for Station #5's temporary housing trailer, at a not to exceed price of \$4,355.00 per the terms of their proposal dated August 10, 2017; Director Laughlin authorized to sign proposal. Upon roll call the vote was:

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

Chief Vineyard reviewed Pezz Lawn's quote for services for miscellaneous landscaping at Stations 1, 3, 4, and 5. Discussion held. A motion was made by Director Laughlin to approve Pezz Lawn Care's quote for Lawn Services at a not to exceed cost of \$1,990.00 per the terms of their estimate dated August 3, 2017; Chief Vineyard authorized to sign proposal.

Chief Vineyard stated that Labor Management has been reviewing the 2018 Preliminary Budget and budget requests. He will have the finalized 2018 Preliminary Budget and budget requests for Board review at the September 14, 2017 Budget Workshop.

LABOR MANANGEMENT

Chief Vineyard updated station renovations, as follows:

- Station #4: Land survey is complete; Weis Design should have finalized drawings and a bid package sometime in September.
- Station #1: Design phase should be completed in the near future.
- Station #5: Bids opened this evening; bid award set for August 17, with renovations beginning several weeks thereafter.

Chief Vineyard stated Labor Management reviewed the revised policy on Firefighter EMT/P Hire Process. The policy was posted for employee review. Labor Management is requesting Board approval of the revised policy. The District plans to hire six Firefighter EMT-P's in 2018 and six in 2019. Discussion held. A motion was made by Director Laughlin to approve revised Policy #119.01-Firefighter EMT-P Hire Process, as presented; Chief Vineyard authorized to sign policy. Upon roll call the vote was:

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

OPERATIONS

Per Chief Vineyard: The crews responded to a fatal fire on Country Life. The crews did a spectacular job knocking down the fire; it is probable the deceased person died before firefighters arrived at the structure. He stated the news media discussed how one hydrant had low pressure and another had no water, however, the fire was immediately knocked down using our tanker. Chief Vineyard explained that the City and water companies own the hydrants, and while the Fire District tests hydrants every year, it is the City and/or water company's responsibility to fix and maintain hydrants. The District will hold a smoke detector canvass event in the Country Life area, going door to door with battery operated detectors that we will install where needed. Assistant Chief Moore stated this drive will be in conjunction with Red Cross assisting; the District has 400 smoke detectors and 225 batteries.

Chief Vineyard stated members of the Truck Committee will travel to Pierce next week to inspect new 9154 and renovated 9114. 9114 should be back next week, and 9154 within the next 2 weeks.

Assistant Chief Moore stated the District responded to another severe fire that rendered a family of 6 homeless. The District's Community Outreach and Shop are assisting the family as well as other community organizations that were contacted on their behalf. Chief Vineyard commended Assistant Chief Moore on all his recent work assisting District families in need as a result of house fires.

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OTHER ITEMS FOR CONSIDERATION

Nothing to report.

A motion was made by Director Laughlin at 7:21 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, seconded by Director Simmons. Upon roll call the vote was:

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

A motion was made by Director Laughlin at 7:35 p.m. to adjourn the Closed Session and reconvene in Open Session, seconded by Director Gober. Upon roll call the vote was:

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

Director Laughlin announced the next regular Board Meeting will be held, Thursday, August 24, 2017, at 7:00 p.m.; a Special Board Meeting is set for Thursday, August 17, 2017 at 4:00 p.m.

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

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

There being no further business, the meeting was adjourned at 7:36 p.m.

  
William Laughlin, Chairman

ATTEST:

  
Karen Lucido, Recording Secretary  
Board Administrative Assistant