

Approved,  
Board Mtg  
of 11-21-17

**MINUTES OF THE REGULAR WORK SESSION**  
**OF THE O'FALLON FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS**  
**November 9, 2017**

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, November 9, 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, Director Matt Gober (by phone conference), and Director Matt Simmons. The following staff members were present: Chief Tom Vineyard, Assistant Chief Ken Vomund, Battalion Chief Andy Parrish, Shop Steward Cpt Eric Johnston, Assistant Shop Steward Cpt Darren Daly, and Board Administrative Assistant Karen Lucido. Assistant Chief Brian Moore was excused.

The following guest was present: Rick Rognan, CPA

The Pledge of Allegiance was led by Chief Vineyard followed by Captain Daly's reading of the Firefighter Prayer.

**FINANCIAL MATTERS:**

Mr. Rognan gave the District's Financial Review through October 2017. The District remains under budget and revenues are up. He stated the District is financially sound and recommended the Board continue to be conservative.

Assistant Chief Vomund stated that MO-TF1 Rescue Boat that was used in recent training was damaged while one of the District's firefighters was piloting it. Damages are estimated at \$2,400 and they are requesting the District pay for it. Discussion that this was a Boat Operating Class and MO Task Force I should have insurance on their equipment.

Assistant Chief Vomund reviewed a saw he is recommending for purchase to place on the new 9154 Truck. Discussion held. A motion was made by Director Laughlin to approve purchase of one, Husqvarna K12 Saw from Banner Fire plus 12" carbide blade for \$1,569.00; Chief Vineyard authorized to sign proposal, 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 stated that the District has budgeted for 2018 a new color copier for the District. The current copier is continually breaking down, and he recommends purchasing the new copier now using bond monies; Mr. Rognan agreed that the copier could be purchased now if using bond monies. Discussion held. A motion was made by Director Laughlin to approve the purchase of a Canon 5560i for \$12,093.00 and a service agreement for \$120.00 per month from Canon Solutions using bond monies; Chief Vineyard authorized to sign agreements after attorney's review, 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 stated the District is obtaining quotes for health insurance which needs to be renewed at the end of 2017; currently UHC is quoting a 22% increase in premium, but this is being negotiated.

LABOR MANAGEMENT

Chief Vineyard stated the Committee is working to get everything completed regarding computers, software, and equipment for the District to be ready to go ALS in January 2018.

Chief Vineyard stated the written test was given to eligible Firefighter EMT-P applicants, October 31, and the next step in the process is for eligible applicants to go through the interview and EMS station process next week.

OPERATIONS

Chief Vineyard stated Station #5 Renovation has run into issues that currently require four change orders, as follows: (1) Credit to the District of \$1,808 for not having to move electrical panels. (2) HVAC duct work detailed drawings– Layneco agreed to split the cost of \$26,000 with the District, so the cost to District of \$13,000. (3) Windows and doors – Weis gave a \$20,000 allowance on this, but it is not enough. Originally some of the original doors and frames were going to be used, but

they will not match the rest of the interior work, and the Architect is recommending welded frames. Cost to the District of \$25,000. (4) Cabinets, Countertops, and Casework. The original allowance Weis gave in the bid was for cheap products. Assistant Chief Vomund said in the pre-bid meetings District members were specific that they wanted quality items similar to those at Station #1. Cost to the District will be \$26,000. Consensus that top of the line products aren't required, but mid-priced quality items are that will hold up to wear and tear. Discussion held on the 4 change orders. Chief Vineyard stated that our only option on some of these are to go with very cheap-grade products. After discussion, agreed that having allowances so far below what was needed should not have happened and is unprofessional.

Chief Vineyard stated that Station #4's Renovation plans are currently being reviewed by building committee members. It is projected to go out for bid late November or early December.

Chief Vineyard stated that Station #1's renovation contract has been signed by Layneco; Weis is waiting on Layneco's bond. Projected that this renovation will not be completed by the end of the year.

OTHER ITEMS FOR CONSIDERATION

None.

A motion was made by Director Laughlin at 7:52 p.m. to go into Closed Session after a 5 minute break 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, (2) Leasing, purchase or sale of real estate by a public government body; (9) Preparation, including any discussions or work product on behalf of a public governmental body or its representatives for negotiations with employee groups; (12) Sealed bids and related documents or any documents related to a negotiated contract; and (13) Individual Personnel Records, 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.

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A motion was made by Director Laughlin to adjourn the Closed Session and reconvene in Open Session at 9:15 p.m., 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 a Special Closed Session has been set for November 15, 2017 at 4:00 p.m. for the purpose of contract negotiations.

A motion was made by Director Laughlin, seconded by Director Gober to approve Station #5 Renovation's four Change Orders of (1) Credit to the District of \$1,808 for not having to move electrical panels; (2) HVAC duct work detailed drawings of \$13,000; (3) Windows and doors of \$25,000; (4) Cabinets, Countertops, and Casework of \$26,000; Chief Vineyard authorized sign change orders. 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 regular Board Meeting will be held, Tuesday, November 21, 2017, at 7:00 p.m.; Special Closed Session will be held Wednesday, November 15, 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 9:18 p.m.

  
William Laughlin, Chairman

ATTEST:

  
Karen Lucido, Recording Secretary  
Board Administrative Assistant