

MINUTES OF THE REGULAR BOARD MEETING  
OF THE O'FALLON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
May 13, 2021

A Regular Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, May 13, 2021, via Zoom due to COVID-19. 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, and Director Matt Simmons. The following staff members were present: Chief Tom Vineyard, Assistant Chief Ken Vormund, Assistant Chief Brian Moore, Fire Marshal Mark Morrison, Battalion Chiefs Andy Parrish and Matt Braile, Captain Gary McCutchen, Shop Steward Captain Eric Johnston, District members, and Board Administrative Assistant Karen Lucido.

The following guests were present: Attorney Neil Bruntrager, Attorney Jon Bruntrager, and Rick Rognan, CPA

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

FINANCIAL MATTERS

Mr. Rognan reviewed the Amended 2020 Budget, stating this was a housekeeping item for the District's annual audit. He reviewed the amended categories and explained the changes, noting that salaries were over budget mainly due to COVID-19 overtime. The District ended 2020 with a surplus. Discussion held. A motion was made by Director Laughlin to adopt the Amended 2020 Budget as read and discussed; Amended 2020 Budget attached as Exhibit I, 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.

Mr. Rognan reviewed his monthly Financial Report for month ended April 2021 that included a review of year-to-date revenue and expenses. The District is in good financial shape and should be able to add to its Reserves by the end of 2021, estimated at giving the District 8 months of expenses in Reserves. Call volume is increasing.

There was further discussion regarding the Pension Plan. Chief Vineyard reviewed the District's 5-year projected Budget Pension Fund, requested by the District's pension attorney. Discussion held regarding projected pension revenue tax, interest income, and expenses.

Chief Vineyard reviewed the proposed Defined Benefit Pension Program summary. Employees will meet in the next few weeks and vote on the plan; with a decision available for the May 27, 2021 Board Meeting. Discussion held; Director Laughlin stated Chief Vineyard should keep up the good work.

Chief Vineyard reviewed the Actuarial Report prepared April 28, 2021, which is a required report every two years for the District's Post-Retirement Medical Premium Reimbursement Plan. He noted that the OPEB is 98% funded, and once the defined pension plan is in place and eligible employees begin retiring, the fund will begin to be drawn down. Discussion held. A motion was made by Director Laughlin to accept Ekon Benefits Actuarial Report of January 1, 2021, prepared April 28, 2021; for the O'Fallon Fire Protection District Post-Retirement Medical Premium Reimbursement Plan as submitted, 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.

#### LABOR MANAGEMENT

Chief Vineyard stated Labor Management met a week ago and several policies have been reviewed and updated having to do with hiring and promotional criteria and processes. If the new pension plan is approved, the District needs to be ready for retirements in January 2022 that will result in needed promotions and hiring. The revised policies are currently posted for employee review and comments.

#### OPERATIONS

Chief Vineyard stated COVID-19 protocols remain in place; he is reviewing new CDC guidelines that were just published.

OTHER ITEMS FOR CONSIDERATION

Congratulations were given to Chief Vineyard on his daughter's upcoming graduation from college; and her chosen profession of Firefighter/EMT-P.

A motion was made by Director Laughlin at 7:31pm 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, and (13) Individually identifiable personnel records, 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.

A motion was made by Director Laughlin at 7:37 p.m. to go back into Open Session, 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.

Director Laughlin announced the next Regular Board Meeting is scheduled for Thursday, May 27, 2021 at 7:00 p.m. via Zoom due to COVID-19.

A motion was made by Director Laughlin to adjourn the meeting, seconded by Director Simmons. Unanimous consent to Adjourn:

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 7:38 p.m.

  
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William Laughlin, Chairman

ATTEST:  
  
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Karen Lucido, Recording Secretary  
Board Administrative Assistant

**O'FALLON FIRE PROTECTION DISTRICT**

**AMENDED 2020 BUDGET**

**EXHIBIT I**

GENERAL FUND			DEC 31, 2020	PAGE 1
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	ACTUAL	BUDGET	PROPOSED	AMENDED 2020
	DECEMBER 31, 2020	2020	ADJUSTMENT	BUDGET
<b>REVENUES</b>				
Tax collections	\$13,555,876	\$13,407,024	\$148,852	\$13,555,876
Building and other permits	204,481	100,000	104,481	204,481
Interest	147,926	125,000	22,926	147,926
Miscellaneous revenue	100	500	(400)	100
Sales proceeds	0	0	0	0
Grant revenue	0	0	0	0
COVID-19 STIMULUS	59,408	0	59,408	59,408
<b>TOTAL REVENUES</b>	<b>\$13,967,791</b>	<b>\$13,632,524</b>	<b>\$335,267</b>	<b>\$13,967,791</b>
<b>EXPENDITURES</b>				
Building repair & maintenance	\$125,629	\$104,700	\$20,929	\$125,629
Doctors fees - physicals and background checks	27,346	41,800		41,800
Dues and subscriptions	21,565	23,775		23,775
Equipment repair & maintenance	47,309	50,400		50,400
Equipment purchases and replacement	672,305	850,000		850,000
Fire prevention	17,319	58,450		58,450
Furniture & fixtures purchased		0		0
Gasoline and oil	28,010	55,000		55,000
Information Systems	81,209	64,000	17,209	81,209
Insurance - employee	1,502,848	1,627,000		1,627,000
Insurance - general	728,760	734,800		734,800
Meeting expenses	4,516	3,000	1,516	4,516
Miscellaneous	33,427	44,600		44,600
Office supplies	21,205	22,700		22,700
Payroll taxes	583,710	550,800	32,910	583,710
Professional fees	193,613	175,800	17,813	193,613
Salaries	7,764,504	7,200,000	564,504	7,764,504
Supplies - firefighter	264,001	230,400	33,601	264,001
Telephone & internet	52,589	47,000	5,589	52,589
Training and education	27,326	103,400		103,400
Utilities	54,089	63,500		63,500
Vehicle maintenance	131,453	181,600		181,600
Volunteer Contribution	5,000	10,000		10,000
<b>TOTAL EXPENDITURES</b>	<b>\$12,387,733</b>	<b>\$12,242,725</b>	<b>\$694,071</b>	<b>\$12,936,796</b>
<b>REVENUES OVER EXPENDITURES</b>				
<b>(EXPENDITURES OVER REVENUES)</b>	<b>\$1,580,058</b>	<b>\$1,389,799</b>	<b>(\$358,804)</b>	<b>\$1,030,995</b>
TRANSFER - FROM RETIREE HEALTH RESERVE	\$0	\$0		\$0
TRANSFER - FROM GENERAL - PENSION TRUST	(216,816)	(170,000)	(46,816)	(216,816)
TRANSFER - FROM GENERAL - PENSION - 457	(520,000)	(520,000)		(520,000)
<b>TOTAL TRANSFERS</b>	<b>(\$736,816)</b>	<b>(\$690,000)</b>	<b>(\$46,816)</b>	<b>(\$736,816)</b>
USE OF DISTRICT RESERVES	\$0	\$0		\$0
<b>REVENUES OVER EXPENDITURES</b>				
<b>(EXPENDITURES OVER REVENUES)</b>	<b>\$843,242</b>	<b>\$699,799</b>	<b>(\$405,620)</b>	<b>\$294,179</b>

**O'FALLON FIRE PROTECTION DISTRICT**

**AMENDED 2020 BUDGET**

**EXHIBIT I**

PENSION FUND			DEC 31, 2020	PAGE 2
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	ACTUAL	BUDGET	PROPOSED	AMENDED 2020
	DECEMBER 31, 2020	2020	ADJUSTMENT	BUDGET
<b>REVENUES</b>				
Tax collections	\$650,348	\$643,084	\$7,264	\$650,348
Interest	113	1,910	(1,797)	113
<b>TOTAL REVENUES</b>	\$650,461	\$644,994	\$5,467	\$650,461
<b>EXPENDITURES</b>				
Insurance	\$176,966	\$168,713	\$8,253	\$176,966
Office supplies - print, postage		223		223
Pension benefits paid	1,203,913	1,149,200	54,713	\$1,203,913
Professional fees	14,480	7,625	6,855	14,480
<b>TOTAL EXPENDITURES</b>	\$1,395,359	\$1,325,761	\$69,821	\$1,395,582
<b>REVENUES OVER EXPENDITURES</b>				
<b>(EXPENDITURES OVER REVENUES)</b>	(\$744,898)	(\$680,767)	(\$64,354)	(\$745,121)
<b>TRANSFER - FROM RETIREE HEALTH RESERVE</b>	\$0	\$0		\$0
<b>TRANSFER - FROM GENERAL - PENSION TRUST</b>	216,816	170,000	46,816	216,816
<b>TRANSFER - FROM GENERAL - PENSION - 457</b>	520,000	520,000		520,000
<b>TOTAL TRANSFERS</b>	\$736,816	\$690,000	\$46,816	\$736,816
<b>USE OF DISTRICT RESERVES</b>	\$8,082			\$8,305
<b>REVENUES OVER EXPENDITURES</b>				
<b>(EXPENDITURES OVER REVENUES)</b>	\$0	\$9,233		\$0

O'FALLON FIRE PROTECTION DISTRICT

AMENDED 2020 BUDGET

**EXHIBIT I**

DEBT SERVICE FUND			DEC 31, 2020	PAGE 3
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	ACTUAL	BUDGET	PROPOSED	AMENDED 2020
	DECEMBER 31, 2020	2020	ADJUSTMENT	BUDGET
<b>REVENUES</b>				
Tax collections	\$716,860	\$708,250	\$8,810	\$716,860
Interest	1,570	2,500	(930)	1,570
<b>TOTAL REVENUES</b>	\$718,430	\$710,750	\$7,680	\$718,430
<b>EXPENDITURES</b>				
Bond interest payments	\$214,643	\$224,642		\$224,642
Bond principal payments	490,000	475,000	15,000	490,000
Professional fees	199	2,700		\$2,700
<b>TOTAL EXPENDITURES</b>	\$704,842	\$702,342	\$15,000	\$717,342
<b>REVENUES OVER EXPENDITURES</b>				
<b>(EXPENDITURES OVER REVENUES)</b>	\$13,588	\$8,408	(\$7,320)	\$1,088
<b>USE OF DISTRICT RESERVES</b>	\$0	\$0		\$0
<b>REVENUES OVER EXPENDITURES</b>				
<b>(EXPENDITURES OVER REVENUES)</b>	\$13,588	\$8,408	(\$7,320)	\$1,088