

**MINUTES OF THE  
REGULAR BOARD MEETING  
OF THE  
PACIFIC FIRE PROTECTION DISTRICT  
FRANKLIN, JEFFERSON, AND ST. LOUIS COUNTIES  
STATE OF MISSOURI**

**January 3, 2019**

**BE IT REMEMBERED**, that the Board of Directors of Pacific Fire Protection District of Franklin, Jefferson, and St. Louis Counties, Pacific, Missouri met at the office of said District, Boardroom, Central Engine House, 910 West Osage, Pacific, Missouri 63069, on Thursday, January 3, 2019, at 1800 hours (6:00 p.m.). At the above time and place there were present:

**1. CALL TO ORDER & ROLL**

John C. Davis	-- Director
Chris Wymer	-- Director
Stephen Woodruff	-- Director

Chief Stephen Sagehorn  
District Counsel Patrick Butler  
Assistant Chief Graf  
Deputy Chief Prichard  
Capt. Brian Jett  
Eng. Josh Smith  
Firefighter Thad Marrs  
Lt. Curt Rainwater  
ENG/EMT Ronald Goben  
ENG/EMT Jeffrey Horton  
ENG/EMT Brendan McCart  
Various family and friends

**QUORUM**

A quorum being present, Chairman Davis called the meeting to order and announced the Board of Directors meeting to be in Session for the transaction of any and all business to be brought before it at this time.

2. **PLEDGE OF ALLEGIANCE**

3. **ACCEPTANCE OF AGENDA**

Chairman Davis inquired as to whether or not there were any amendments to the Tentative Agenda for the meeting.

**Item: Financial Report:** none.

**Item: Unfinished Business:** none.

**Item: New Business:** none.

**Item: Attorney's Report:** none.

**Item: Public Comments:** none.

The Chairman requested that an **Executive Session** remain on the agenda. On motion made by Director Woodruff and seconded by Director Wymer, the Tentative Agenda was accepted as the Final Approved Agenda.

4. **APPROVAL OF PRIOR MINUTES**

The Chairman called for acceptance or rejection of meeting Minutes for the December 19, 2018 Regular and Executive Sessions.

On motion made by Chairman Davis and seconded by Director Woodruff, The Minutes for the December 19, 2018 Regular and Executive Session of the Board of Directors were presented for review, modification, or approval. On motion made by Director Wymer and seconded by Director Woodruff, the following motion was unanimously approved and accepted:

“WHEREBY, that the Minutes of the Board of Directors’ December 19, 2018 Regular and Executive Session are hereby adopted and approved in their entirety as presented.”

The Board of Directors being present and voting affirmatively, the Motion was adopted and approved. The roll call vote was as follows:

Director John C. Davis

- Aye

Director Chris Wymer - Aye  
Director Stephen Woodruff -Aye

The above Minutes of the December 19, 2018 Regular and Executive Session having been approved, the Chairman directed that the same be filed in the Minute Book for the purpose of recording all proceedings of the Board of Directors for the Pacific Fire Protection District.

**5. BUDGET AND FINANCIAL MATTERS**

**A. Monthly Disbursement Approval and Treasurer's Report**

The Chairman next called for a discussion of financial matters. A financial report was presented to the Board of Directors for review of general revenue checking, capital improvement checking fund, health and welfare, communications fund, escrow balances, preliminary check register with attachments, and account payable invoices.

Chief Sagehorn requested that the Board approve the payment of the invoices for the time period December 19, 2018 through January 3, 2019.

Following a brief discussion, on motion made by and seconded by Director Woodruff, and the following Motion was unanimously adopted:

**MOTION  
ADOPTING THE  
DECEMBER 19, 2018 THROUGH JANUARY 3, 2019  
TREASURER'S REPORT  
OF THE  
PACIFIC FIRE PROTECTION DISTRICT**

**January 3, 2019**

“Upon motion duly made and seconded, the Board of Directors of the Pacific Fire Protection District of Franklin, Jefferson, and St. Louis Counties, Missouri, that the Treasurer's Report submitted to the Board of Directors, January 3, 2019, is hereby approved and accepted, including the payment of bills presented, with corrections if any; Further, that said Report be appended to these Minutes and incorporated herein by reference, and that the disbursements, payment of bills, and transfers of funds therein approved be made by the appropriate District Officers.”

The Board of Directors being present and voting affirmatively, the Motion was

adopted and approved. The roll call vote was as follows:

Director John C. Davis	- Aye
Director Chris Wymer	- Aye
Director Stephen Woodruff	-Aye

**6. UNFINISHED BUSINESS**

The minutes of the Board's prior meeting being approved, the Chairman then requested the presentation of any Unfinished Business.

**A. Policy Amendments**

Chief Sagehorn asked the Board if they had the opportunity to review the revised proposed changes to the District policy for review and all Board members stated that the changes were satisfactory. Chief Sagehorn requested approval of the revised policies.

A brief discussion was held.

Chairman Davis made a motion to approve the policy changes, and the motion was duly seconded by Director Woodruff, and the motion was unanimously approved and accepted:

The Board of Directors being present and voting affirmatively, the Motion was adopted and approved. The roll call vote was as follows:

Director John C. Davis	- Aye
Director Chris Wymer	- Aye
Director Stephen Woodruff	-Aye

**B. 2019 ISO Review**

Chief Sagehorn updated the Board concerning the 2019 ISO Review and stated that the Assistant Chief would provide a detailed review of the results at the Board meeting on January 17, 2019.

7. **NEW BUSINESS**

Chairman Davis requested the presentation of any New Business.

A. **Swearing In Ceremony**

Chief Sagehorn stated that the next item on the Agenda was to administer the Oath of Office for newly promoted members of the District.

Chief Sagehorn offered some brief comments to the crowd. He next administered the Oath of Office and Badge pinning to Lieutenant Curt Rainwater. Chief Sagehorn next administered the Oath of Office and Badge presentation to the new Engineers/EMT's Ronald Goben; Jeffrey Horton; and Brendan McCart. (Engineer/EMT Micheal Burke was not present at the meeting).

After the presentations, Chairman Davis and all Board members offered congratulations to the newly promoted employees.

8. **ATTORNEY'S REPORT**

No comments were made.

9. **PUBLIC COMMENTS**

The Chairman next called for Public Comments.

In the meeting packet, Chief Sagehorn included a thank you letter from Dawn Metzger.

NO MOTION FOR CLOSED MEETING WAS MADE BY THE BOARD.

A CLOSED MEETING WAS NOT HELD BY THE BOARD.

**ANNOUNCEMENT OF NEXT MEETING**

Therefore, there being no other or further business to come before the Board, the Chairman called for discussion of the next regular Board meeting. After a short discussion, the Chairman announced that the next Regular Meeting of the Board of Directors shall be held on Thursday, January 17, 2019 at 1800 hours (6:00 p.m.) in the Boardroom, Central Engine House, Pacific Fire Protection District, 910 West Osage, Pacific, Missouri 63069

## **ADJOURNMENT**


Upon motion duly made by Director Wymer, and seconded by Director Woodruff, and unanimously approved, the Chairman adjourned the general public meeting of the Board of Directors at 18:45 hours (6:45 p.m.).

Respectfully submitted,

  
Chris Wymer, Secretary,  
Board of Directors

Approved:

  
John C. Davis, Director      1-17-19  
Date

  
Chris Wymer, Director      1-17-19  
Date

  
Stephen Woodruff, Director      1-17-19  
Date