

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

**December 5, 2018**

**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 Wednesday, December 5, 2018, 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

**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 November 15, 2018 Regular and Executive Sessions.

On motion made by Chairman Davis and seconded by Director Woodruff, The Minutes for the November 15, 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’ November 15, 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 November 15, 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 November 15, 2018 through December 5, 2018.

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

**MOTION  
ADOPTING THE  
NOVEMBER 15 THROUGH DECEMBER 5, 2018  
TREASURER’S REPORT  
OF THE  
PACIFIC FIRE PROTECTION DISTRICT**

**December 5, 2018**

“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, December 5, 2018, 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.

**B. 2019 Budget**

Chief Sagehorn updated the Board concerning the amendments to the 2019 Budget and the proposed budget was presented to the Board for review and approval.

A general discussion was held.

After discussion, Chairman Davis made a motion to approve the 2019 Budget and to also approve the 2019 Budget Resolution 2018-11, and the motion was duly seconded by Director Woodruff, and the motion and Resolution 2018-11 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. Policy Amendments**

District Counsel Butler presented copies to the Board of the existing policy sections and the proposed changes to the policy for review. He requested a working session to review the changes.

A brief discussion was held. Chairman Davis made a motion to set the working session on December 19, 2018 at 6:00 pm, 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  |

7. **NEW BUSINESS**

Chairman Davis requested the presentation of any New Business.

A. **Workers Compensation Membership Renewal**

Chief Sagehorn presented to the Board a Board the Workers' Compensation insurance membership renewal for 2019 for approval.

A short discussion was held.

After discussion, Chairman Davis made a motion to approve the Resolution and the motion was duly seconded by Director Wymer, 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  |

8. **ATTORNEY'S REPORT**

No comments were made.

9. **PUBLIC COMMENTS**

The Chairman next called for Public Comments.

No comments made to the Board.

**MOTION FOR CLOSED SESSION**

Thereafter, on motion duly made by Chairman Davis, seconded by Director Wymer, and unanimously adopted, it was decided that there shall be a closed meeting of the board of directors, with closed records and closed vote, to be held for the discussion pursuant to RSMo. 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; RSMo. Section 610.0.021(3), Hiring, Firing, Discipline or Promoting of Particular Employees by a public governmental body when personal information about the employee is discussed or recorded; and RSMo. Section 610.021(23), Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups, to occur immediately after "new business" or at such time during the meeting as convenient to the meeting.

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 Stephen Woodruff | - Aye |
| Director Chris Wymer      | - Aye |

Based upon the foregoing vote, the public session of the meeting of the Board of Directors adjourned at 6:30 p.m. and a Closed Meeting was held.

### **RECONVENMENT OF OPEN SESSION**

The public meeting reconvened at 6:55 p.m., after the completion of the closed session.

THE CHAIRMAN ANNOUNCED THAT THE BOARD VOTED WHILE IN CLOSED SESSION IN THE AFFIRMATIVE TO PROMOTE A FULL-TIME FIREFIGHTER CURT RAINWATER TO THE RANK OF LIEUTENANT.

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

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

THE CHAIRMAN ANNOUNCED THAT THE BOARD VOTED WHILE IN CLOSED SESSION IN THE AFFIRMATIVE TO PROMOTE THREE (3) FULL-TIME FIREFIGHTERS (RONALD GOBEN; JEFF HORTON; AND BRENDAN MCCART) TO THE RANK OF ENGINEER.

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

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

THE CHAIRMAN ANNOUNCED THAT THE BOARD VOTED IN THE AFFIRMATIVE WHILE IN CLOSED SESSION TO INCREASE THE RATE OF PAY OF A FULL-TIME FIREFIGHTER THAD MARRS BASED UPON THE SUCCESSFUL COMPLETION OF REQUIRED TERM OF EMPLOYMENT AND SATISFACTORY PERFORMANCE EVALUATIONS POLICY MANUAL CHAPTER III SECTION 3.04.

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

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

THE CHAIRMAN FURTHER STATED THAT NO OTHER OFFICIAL VOTES OR OFFICIAL ACTIONS WERE TAKEN BY THE BOARD IN CLOSED SESSION AT THE DECEMBER 6, 2018 CLOSED MEETING.

#### **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 Wednesday, December 19, 2018 immediately following the working session to be held on Wednesday, December 19, 2018 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 19:05 hours (7:05 p.m.).

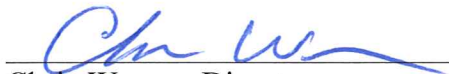


Respectfully submitted,

  
Chris Wymer, Secretary,  
Board of Directors

Approved:

  
John C. Davis, Director      12-19-18  
Date

  
Chris Wymer, Director      12-19-18  
Date

  
Stephen Woodruff, Director      12-19-18  
Date