

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

March 8, 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 Thursday, March 8, 2018, at 1900 hours (7:00 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 Rick Friedmann
Assistant Chief Gary Graf
Deputy Chief Prichard
District Counsel Patrick Butler

Guests in attendance –

1. None.
- 2.

QUORUM

A quorum being present, Director 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. **AMENDMENTS TO AGENDA**

Director 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: Fire Prevention Report: none

Item: Fire Chief's Report: 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.

3. **APPROVAL OF PRIOR MINUTES**

The Chairman called for acceptance or rejection of meeting Minutes for the February 8, 2018 Regular and Executive Sessions and the February 27, 2018 Regular and Executive Sessions.

The Minutes for the February 8, 2018 Regular and Executive Sessions and the February 27, 2018 Regular and Executive Sessions 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’ February 8, 2018 and the February 27, 2018 Regular and Executive Sessions 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 February 8, 2018 Regular and Executive Sessions and the February 27, 2018 Regular and Executive Sessions 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.

4. **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 Friedmann requested that the Board also approve the payment of the end of the month invoices for the end of February 2018 which were already signed and sent out at the end of the month, and also from March 1, 2018 through March 7, 2018.

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

**MOTION
ADOPTING THE TREASURER'S REPORT
OF THE
PACIFIC FIRE PROTECTION DISTRICT**

March 8, 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, March 8, 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

5. UNFINISHED BUSINESS

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

A. Update on the Review of Policy Manual

Director Davis informed the Board that the draft of the updated policy manual was close to being finished and close to final review. Director Davis reported that he was waiting on District Counsel Butler’s final review and that Assistant Chief Graf and District Counsel Butler were going to meet and work on the final wording of the manual before having an additional work session on the final revisions to the policy manual.

6. NEW BUSINESS

Director Davis requested the presentation of any New Business.

A. Workers Compensation Renewal

Chief Friedmann presented to the Board for approval the information from the Missouri Rural Services Workers’ Compensation Insurance Trust for the renewal of the District’s worker’s compensation insurance. The renewal amount totaled \$51,885.00 and represented an increase of \$8,614.00 from the last policy period. Chief Friedmann reported that the renewal amount was within the budgeted amount for the year and significantly cheaper than the other bid from Missouri Employers Mutual (\$77,377.00).

A brief discussion was held.

Director Davis made a motion to approve the renewal of the worker’s compensation insurance, and the motion was duly seconded by Director Wymer.

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. Recommendation for New Employee

Chief Friedmann presented to the Board the recommendation memo and report from the new hire interview committee which stated that they had determined that Thad Marrs was the preferred candidate for the new fulltime firefighter/EMT position. Based upon the committee's recommendation, Chief Friedmann stated that he recommended to the Board that they offer the position to Mr. Marrs. He stated that the tentative start date will be April 6, 2018.

A brief discussion was held.

Director Davis made a motion to offer employment to Thad Marrs as a fulltime firefighter/EMT, and the motion was duly seconded by Director Wymer.

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

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

C. New Staff Vehicles Proposal

Chief Friedmann presented to the Board the proposals received for a new Chevrolet Tahoe and Chevrolet 2500 Pick-Up Truck from Don Brown Chevrolet at the published Missouri State Bid Program price.

A general discussion was held.

Director Davis stated that he thought that it was best to purchase both the Tahoe and the Chevy 2500 truck at the present time due to the age of the vehicles that they would replace and that it was his opinion that the District had to replace aging equipment in a timely manner. Chief Friedmann expressed a concern regarding the cost and purchasing both vehicles under the current budgetary year and suggested that only one vehicle should be purchase in 2018 and the second in 2019.

Further discussion was held.

Director Wymer made a motion to approve the purchase the Chevrolet 2500 pick-up not to exceed \$45,788 with all options (including snow plow) and the Tahoe not to exceed \$42,800 with all options, and the motion was duly seconded by Director Woodruff.

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

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

D. Resolution 2018-02 – Fire Chief Employment Agreement

The next item on the Agenda was the resolution to approve the new employment agreement for Chief Friedmann. The resolution and contract was presented to the Board for approval and signature.

Limited discussion was held in that Chairman Davis asked Fire Chief Friedmann if he was “good” with the documents and Fire Chief Friedmann replied in the affirmative. No other discussions were held.

Director Davis made a motion to approve Resolution 2018-02, and the actual Employment Agreement, and the motion was duly seconded by Director Wymer.

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. FIRE PREVENTION REPORT

Deputy Chief Prichard presented his written report presented to the Board concerning the Fire Marshal’s activities for the month of February 2018. A copy of the report shall be attached hereto and incorporated herein by reference.

8. TRAINING OFFICER’S REPORT

Assistant Chief Graf provided a copy of his written report of the Training Officer's activities for the month of February 2018 and the Training Officers report for February 2018 to the Board. A copy of the report shall be attached hereto and incorporated herein by reference.

Assistant Chief Graf also provide a summary report of a new web-based platform called TargetSolutions that is designed to be a web-based training and records management program. He reported that he did not have any pricing data at the present time, but that he was planning to review further and report back to the Board.

9. FIRE CHIEF'S REPORT

Chief Friedmann provided to the Board a written report concerning his activities for the months of February 2018. Chief Friedmann briefly reviewed the material in his report, but stated that several items were previously covered under Old Business and New Business.

-Chief Friedmann reported that the District received a service/recall notice from Ford Motor Company concerning the 2012 F-450 (Unit 6116) concerning the exhaust manifolds. He referred that matter to Deputy Chief Prichard and provided a copy of the report from Deputy Chief Prichard concerning the issue to the Board for review;

-Chief Friedmann presented a written report on tax collections and protested taxes that the District received from the St. Louis County Collector of revenue;

-Chief Friedman reminded the Board that the 2018 MAFPD conference is June 22 and 23; and that registration forms are due by March 30, 2018 for the early bird discount;

-Chief Friedmann reported to the Board of various repairs and invoices from Rescue Repair for required and necessary repairs to District equipment during February 2018 and also an invoice for 4 new tires from Bolzenius Tire for Unit 6116;

-Chief Friedmann advised the Board that the District will be participating in several upcoming events; namely: March 8, 2018 United Way event; March 17, 2018 St. Patrick Day Parade; March 31, 2018 Easter Egg hunt at the Pacific City Park

-Chief Friedmann advised the Board that Unit 6112 was involved in a minor accident while backing up at a response call on March 7, 2018. After a full investigation, it was reported that the crew was following the District back-up policy and that no member deviated from policy. Chief Friedmann stated that after investigation, he cannot recommend any disciplinary action and that the incident will be further reviewed to determine how it could have been avoided in the future, including the possibility of have District Personnel avoid taking Unit 6112 and other large equipment into the particular

parking lot.

10. ATTORNEY'S REPORT

No comments were made.

11. PUBLIC COMMENTS

The Chairman next called for Public Comments.

Chief Friedmann presented to the Board a Thank You note from the family of Firefighter/EMT Brenden McCart for the donation in memory of his grandmother.

MOTION FOR CLOSED SESSION

Thereafter, on motion duly made by Director Davis, seconded by Director Woodruff, and unanimously adopted, it was decided that the Board **did not** need a closed meeting of the board of directors

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

ANNOUNCEMENT OF NEXT MEETING


Therefore, there being no other or further business to come before the Board, the Chairman stated that the next Regular Meeting of the Board of Directors shall be held Thursday, April 12, 2018 at 1900 hours (7:00 p.m.) in the Boardroom, Central Engine House, Pacific Fire Protection District, 910 West Osage, Pacific, Missouri 63069.

ADJOURNMENT

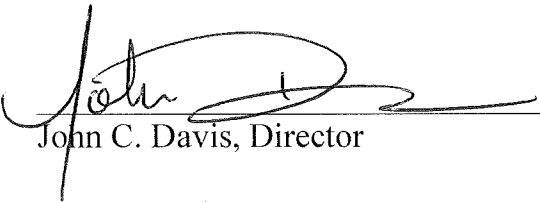
Upon motion duly made by Director Wyner, and seconded by Director Woodruff, and unanimously approved, the Chairman adjourned the general public meeting of the


Board of Directors at 20:20 hours (8:20 p.m.).

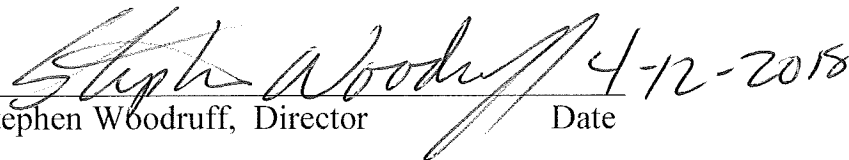
Respectfully submitted,


Chris Wymer, Secretary,
Board of Directors

Approved:


John C. Davis, Director 4/12/2018
Date


Chris Wymer, Director Date


Stephen Woodruff, Director 4-12-2018
Date