

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

**August 1, 2024**

**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, House #2, 7376 Highway O, Robertsville, Missouri 63072, on Thursday, August 1, 2024, at 1700 hours (5:00 p.m.). At the above time and place there were present:

**1. CALL TO ORDER & ROLL**

John C. Davis	-- Director
Chris Wymer	-- Director
Spencer Giles	-- Director

Fire Chief Steve Sagehorn  
Assistant Chief Gary Graf  
Deputy Chief Fire Marshal Dave Phipps  
Patrick Butler, Attorney (phone)

Guests:

Joy Howard  
Dustin Wagner  
Clay Snodgrass  
Brian Graf  
Alec Weatherby  
Jeff Horton  
Thad Marrs

**QUORUM**

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

**2. PLEDGE OF ALLEGIANCE**

The Chairman called for the Pledge of Allegiance.

**3. ACCEPTANCE OF AGENDA**

The Chairman inquired as to whether 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.

Fire Chief Sagehorn stated that he did not need a closed meeting, but stated that it could stay on the Agenda.

Subject to the above, the Tentative Agenda was accepted as the Final Approved Agenda. Director Wymer made a motion to approve the Agenda and the motion was duly seconded by Director Giles.

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 Spencer Giles	- Aye

**4. APPROVAL OF PRIOR MINUTES**

The Chairman called for acceptance or rejection of meeting Minutes for the July 16, 2024 Regular Session minutes.

On motion made by Director Davis and seconded by Director Wymer, the Board minutes for the July 16, 2024 Regular Session minutes were approved by 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 Chris Wymer - Aye  
Director Spencer Giles - Aye

**5. BUDGET AND FINANCIAL MATTERS**

**A and B. 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.

Fire Chief Sagehorn requested that the Board approve the payment of the invoices for the time period July 17, 2024 through August 1, 2024.

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

**MOTION  
ADOPTING THE  
JULY 17, 2024 THROUGH AUGUST 1, 2024  
TREASURER'S REPORT  
OF THE  
PACIFIC FIRE PROTECTION DISTRICT**

**August 1, 2024**

“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, August 1, 2024, 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 Spencer Giles - 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. Lexipol – Policy Updates**

Fire Chief Sagehorn advised the Board that he did not have any new updates at this time.

The Board did not hold a vote.

**B. Bond**

Chief Sagehorn and Joy Howard provided a brief update to the Board concerning the upcoming bond sale. Joy Howard reviewed the bond pricing and underwriting process for the bonds.

The Board did not hold a vote.

**C. Station #1 Update**

Deputy Chief Fire Marshal Phipps provided a report to the Board on the updates to the construction for House #1. He reported that the final sprinkler design was approved today and that the overhead doors in the engine bay will be installed next week.

The Board did not hold a vote.

**7. NEW BUSINESS**

The Chairman requested the presentation of any New Business.

**A. Bond Sale – Resolution 2024-01**

RESOLUTION ACCEPTING A PROPOSAL FOR UNDERWRITING IN CONNECTION WITH THE PROPOSED ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2024; AND ACKNOWLEDGING CERTAIN DISCLOSURES PURSUANT TO MSRB RULE G-17.

Chief Sagehorn and Joy Howard presented to the Board Resolution 2024-01 which was the resolution accepting a proposal for underwriting in connection with the proposed issuance of general obligation bonds, series 2024; and acknowledging certain disclosures pursuant to MSRB Rule G-17.

Joy Howard also requested that the Board approve using Northland Securities for underwriting on the bond sale and requested that they execute the agreement with Northland Securities.

After brief discussion, Director Davis made a motion to approve Resolution 2024-01 and to execute the agreement with Northland Securities, and the motion was seconded by Director Giles.

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 Spencer Giles	- Aye

**B. Pension Discussion**

Shop Steward Thad Marris updated the Board on the Shop's review of the current status of the pension review and pension options. He stated that the Shop is reviewing the most recent information from Stan Schroeder.

A general discussion was held concerning the future of the pension contribution levels and the type of pension. Director Davis stated that he could not support any proposed tax increase for the pension plan at this time. Thad Marris stated that the Shop also agreed that it was not supporting a tax increase for the pension plan at this time.

A vote was not held by the Board.

**C. Accountant Service – Tax Rate – Kent McCoy**

Chief Sagehorn provided a copy of the signed engagement letter for the services of Kent McCoy for his assistance on preparing the annual tax rate forms. His annual fee was stated not to exceed \$1,200.00.

A vote was not held by the Board.

**E. MEM Grant**

Chief Sagehorn updated the Board that the District had been awarded an MEM grant in the amount of \$9,933 for two (2) Rollnrack Efficiency Package at \$4,966.50 each.

A brief discussion was held.

A vote was not held by the Board.

**I. Shop Steward Report**

Shop Steward Marrs attended the meeting and updated the Board on the Shop's participation in the MDA's annual "Fill the Boot" campaign. He also updated the Board on the Shop's participation in raising donations for the families related to the recent line of duty deaths of fire personnel in other Districts.

**8. FIRE PREVENTION REPORT**

Deputy Chief Fire Marshal Phipps presented the Fire Marshal's written report to the Board concerning the Fire Marshal's activities for the month of July 2024 and he also reviewed his activities with the Board. He reported that 2024 was the best year in a while concerning fireworks and there were very few issues.

**9. TRAINING OFFICER'S REPORT**

Assistant Chief Graf attend the meeting, and submitted the Training Officer's report and brief written update of the Training Officer's activities for the month of July 2024. He also reviewed some maintenance issues on District trucks.

**10. FIRE CHIEF'S REPORT**

Chief Sagehorn provided the Board with a written report concerning his activities for the month of July. Chief Sagehorn also briefly reviewed the alarm reports.

**11. ATTORNEY REPORT**

No items presented.

**12. PUBLIC COMMENT**

No items presented.

**10. EXECUTIVE SESSION**

No Board member made a motion to hold a closed session.

**THE CHAIRMAN STATED THAT NO  
OFFICIAL VOTES OR OFFICIAL ACTIONS WERE TAKEN  
BY THE BOARD IN CLOSED SESSION AT THE AUGUST 1, 2024  
CLOSED MEETING REQUIRING A ROLL CALL VOTE  
SINCE A CLOSED MEETING WAS NOT HELD.**

## **ANNOUNCEMENT OF NEXT MEETING**

The Chairman announced that the next Regular Meeting of the Board of Directors shall be held on Thursday, August 15, 2024 at 1700 hours (5:00 p.m.) at House #2 due to the construction at House #1.

## **ADJOURNMENT**

Upon motion duly made by Director Wymer, and seconded by Director Davis, and unanimously approved, the Chairman adjourned the general public meeting of the Board of Directors at 1759 hours (5:59 pm.).

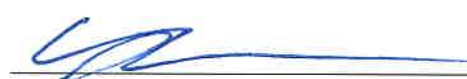
Respectfully submitted,

\_\_\_\_\_  
Chris Wymer, Secretary,  
Board of Directors

Approved:

  
\_\_\_\_\_  
John C. Davis, Director                      8-15-24  
Date

\_\_\_\_\_  
Chris Wymer, Director                      Date

  
\_\_\_\_\_  
Spencer Giles, Director                      8-15-24  
Date