

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

April 3, 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, Central Engine House, 910 West Osage, Pacific, Missouri 63069, on Wednesday, April 3, 2024, 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 - via telephone
Chris Wymer	-- Director
Spencer Giles	-- Director

Fire Chief Steve Sagehorn
Deputy Chief Fire Marshal Dave Phipps
Patrick Butler, Attorney

Guests:
Captain Dustin Wagner
Shop Steward Thad Marrs

QUORUM

A quorum being present, the Director Wymer 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 Director Wymer called for the Pledge of Allegiance.

3. ACCEPTANCE OF AGENDA

The Director Wymer 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 did not need a closed meeting.

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 Director Wymer called for acceptance or rejection of meeting Minutes for the March 21, 2024 Regular and Executive Session minutes.

On motion made by Director Davis and seconded by Director Wymer, the Board minutes for the March 21, 2024 Regular and Executive 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 Director Wymer 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 March 22, 2024 through April 3, 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
MARCH 22, 2024 THROUGH APRIL 3, 2024
TREASURER’S REPORT
OF THE
PACIFIC FIRE PROTECTION DISTRICT**

April 3, 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, April 3, 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 Director Wymer then requested the presentation of any Unfinished Business.

A. Lexipol – Policy Updates

Fire Chief Sagehorn updated the Board on the progress of the policy review

committee. He informed the Board that they have made it through 15 policies. Fire Chief Sagehorn advised the Board that the committee is holding a weekly zoom meeting with Lexipol and are going well.

A brief discussion was held.

The Board did not hold a vote.

B. Employee – Update, FMLA Notifications

Fire Chief Sagehorn provided an brief update on the medical progress of Jeremiah Sculls, who remains off duty and on long term disability under the FMLA. He also shared with the Board the FMLA medical forms for Jeremiah Scull and Mike Burke. Chief Sagehorn also reviewed with the Board the workers' compensation return to work with restrictions for Mike Burke. He stated that labor attorney Lawson will make contact with the District's Workers' Compensation attorney to discuss light duty or other methods to handle the situation.

A brief discussion was held.

C. Request to Let for Bid – Station 1

Deputy Chief Fire Marshal Phipps informed the Board that he was ready to put the remodeling project out for public bid, but it has been delayed 10 days due the fact that the plumbing plans were not final. He informed the Board that the new bid return date should April 24, 2024.

7. NEW BUSINESS

The Director Wymer requested the presentation of any New Business.

A. Hiring Update

Fire Chief Sagehorn updated the Board of the testing and interview results. He reported that he had a hiring recommendation for the Board to offer the position to Joseph Reinjart subject to pre-employment physical with Dr. Sanders and Athletico.

He reported that the hiring committee also recommended that the other applicants, Nathan Strubberg and Robert Bechtel, be added to a hiring list and that both individuals should be offered part-time positions.

A general discussion was held.

Director Davis specifically asked if the hiring recommendation was for a full-time firefighter/EMT (as opposed to an engineer) and Fire Chief Sagehorn confirmed that the position being offered is a full-time firefighter/EMT and not an engineer.

Director Giles made a motion to offer the full-time firefighter/ENT position to Joseph Reinjart subject to pre-employment physical with Dr. Sanders and Athletico, and that the other applicants, Nathan Strubberg and Robert Bechtel, be added to a hiring list and that both individuals should be offered part-time positions, 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 Spencer Giles	- Aye

B. FMLA Request

Fire Chief Sagehorn informed the Board that Assistant Chief Graf had filed a FMLA request for a personal injury and scheduled surgery. Fire Chief Sagehorn requested that the Board review and approve the FMLA request.

A brief discussion was held.

Director Wymer Wymer made a motion to authorize FMLA leave request, 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

D. Shop Steward Report

No comments or presentations were made to the Board.

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 March 2024 and he also reviewed his activities with the Board.

9. TRAINING OFFICER'S REPORT

Assistant Chief Graf did not attend the meeting, but Chief Sagehorn submitted the Training Officer's report and brief written update of the Training Officer's activities for the month of March 2024.

10. FIRE CHIEF'S REPORT

Chief Sagehorn provided the Board with a written report concerning his activities for the month of March 2024. Chief Sagehorn also briefly reviewed the alarm reports.

11. ATTORNEY REPORT

No items presented.

12. PUBLIC COMMENT

No items presented.

13. EXECUTIVE SESSION

No items presented.

**DIRECTOR WYMER STATED THAT NO
OFFICIAL VOTES OR OFFICIAL ACTIONS WERE TAKEN
BY THE BOARD IN CLOSED SESSION AT THE APRIL 3, 2024
CLOSED MEETING REQUIRING A ROLL CALL VOTE
SINCE A CLOSED MEETING WAS NOT HELD.**

ANNOUNCEMENT OF NEXT MEETING

The Director Wymer announced that the next Regular Meeting of the Board of Directors shall be held on Wednesday, April 17, 2024 at 1800 hours (6:00 p.m.) and not Thursday, April 18, 2024 at 1800 hours (6:00 p.m.).

ADJOURNMENT

Upon motion duly made by Director Wymer, and seconded by Director Davis, and

unanimously approved, the Director Wymer adjourned the general public meeting of the Board of Directors at 1627 hours (6:27 pm.).

Respectfully submitted,



Chris Wymer, Secretary,
Board of Directors

Approved:



John C. Davis, Director

4/23/2024
Date



Chris Wymer, Director

4-23-24
Date



Spencer Giles, Director

4/23/24
Date