

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

May 15, 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, May 15, 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	
Chris Wymer	-- Director	
Spencer Giles	-- Director	Absent

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

Guests:

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: Chief Sagehorn requested that a new “Item C – Insurance Renewal” to be added to New Business and the move “Shop Steward Report” as a new “Item D.”

Item: Attorney’s Report: none.

Item: Public Comments: none.

Fire Chief Sagehorn stated that he will need a short 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 Davis.

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	- Absent

4. APPROVAL OF PRIOR MINUTES

The Chairman called for acceptance or rejection of meeting Minutes for the May 2, 2024 Regular Session and Closed Session minutes.

On motion made by Director Davis and seconded by Director Wymer, the Board minutes for the May 2, 2024 Regular Session and Closed 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

- Absent

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 May , 2024 through May 15, 2024.

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

**MOTION
ADOPTING THE
MAY 3, 2024 THROUGH MAY 15, 2024
TREASURER'S REPORT
OF THE
PACIFIC FIRE PROTECTION DISTRICT**

May 15, 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, May 15, 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

- Absent

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 updated the Board on the progress of the policy review committee. Fire Chief Sagehorn advised the Board that the committee is holding a zoom meeting with Lexipol every 7 to 10 days and things are going well. He reported that the most recent meeting had to be re-scheduled due to an emergency call.

A brief discussion was held.

The Board did not hold a vote.

B. House #1 Update

Deputy Chief Fire Marshal Phipps reported that the staff was busy getting things moved out/around House #1 to prepare for demolition/remodel starting the week of May 20th. Deputy Chief Fire Marshal Phipps provided a report to the Board on the updates to the construction for House #1. He reported that the general contractor had made a cost savings recommendation to install metal in the ceiling of the bay areas and eliminate the need to hang, mud, and tape drywall. The Board agreed that the proposal was a good idea.

A brief discussion was held.

7. NEW BUSINESS

The Chairman requested the presentation of any New Business.

A. Bond Sale

Chief Sagehorn reviewed with the Board the bond sale timetable and documents from Joy Howard.

A brief discussion was held concerning the timetable and the disbursements in the report, in particular the model on page 5 for years 2027 and 2028. Chief Sagehorn indicated any shortage will be covered by the amounts in future capital account.

A vote was not held.

B. Sign Contract for House One Renovation

Chief Sagehorn and Deputy Chief Fire Marshal Phipps presented the construction contract for the House #1 remodel to the Board for signature.

After brief discussion, Director Davis made a motion to authorize the execution of the contract with Franklin County Construction and the motion was 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	- Absent

C. Insurance Renewal

Chief Sagehorn provided the insurance renewal documents from Marsh & McLennan Agency for the policy period 6/1/24 through 6/1/25. The total premium was \$36,506 and represented a reduction from the current year's premium in the amount \$38,335. The reduction, in part, is because the Board elected to pay the premium for the accidental disability insurance last year and it was a three (3) year policy and resulted in the District saving \$168 per year.

After brief discussion, Director Davis made a motion to approve the insurance renewal and the motion was 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	- Absent

D. Shop Steward Report

Shop Steward Marrs did not attend the meeting.

8. ATTORNEY REPORT

No items presented.

9. **PUBLIC COMMENT**

No items presented.

10. **EXECUTIVE SESSION**

Thereafter, on motion duly made by Director Wymer, seconded by Director Davis, 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 Section 610.021 (11) Specifications for competitive bidding and discussions related to the specifications for competitive bidding;

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	- Absent

Based upon the foregoing vote, the public session of the meeting of the Board of Directors adjourned at 6:23 p.m. and a Closed Meeting was held.

RECONVENMENT OF OPEN SESSION

The public meeting reconvened at 6:29 p.m., after the completion of the closed session.

**THE CHAIRMAN STATED THAT NO
OFFICIAL VOTES OR OFFICIAL ACTIONS WERE TAKEN
BY THE BOARD IN CLOSED SESSION AT THE MAY 15, 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 Tuesday, June 4, 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 1829 hours (6:29 pm.).

Respectfully submitted,


Chris Wymer, Secretary,
Board of Directors

Approved:


John C. Davis, Director 6-4-24
Date


Chris Wymer, Director 6-4-24
Date

Spencer Giles, Director Date