

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

May 1, 2025

BE IT REMEMBERED, that the Board of Directors of Pacific Fire Protection District of Franklin, Jefferson, and St. Louis Counties, Pacific, Missouri at the Administrative Offices of the District at 910 West Osage Street, Pacific, Missouri 63069 on Thursday, May 1, 2025, 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	via telephone

Fire Chief Steve Sagehorn
Deputy Chief Fire Marshal Dave Phipps
Deputy Chief/Training Officer Parker Spencer
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: none.

Item: Attorney's Report: none.

Item: Public Comments: none.

Fire Chief Sagehorn stated that he did need a closed meeting.

Subject to the above, the Tentative Agenda was accepted as the Final Approved Agenda. Director Davis a motion to approve the Agenda 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	- Abstain due to attending via telephone only

4. APPROVAL OF PRIOR MINUTES

The Chairman called for acceptance or rejection of meeting Minutes for the April 17, 2025 Regular and Closed Session minutes.

On motion made by Director Wymer and seconded by Director Davis, the Board minutes for the April 17, 2025 Regular and Closed Session meetings 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	- Abstain due to attending via telephone only

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 April 18, 2025 through May 1, 2025.

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

**MOTION
ADOPTING THE
APRIL 18, 2025 THROUGH MAY 1, 2025
TREASURER'S REPORT
OF THE
PACIFIC FIRE PROTECTION DISTRICT**

MAY 1, 2025

“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 1, 2025, 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	- Abstain due to attending via telephone only

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 provided a very brief update to the Board and stated that the project is getting close to being finished.

A brief discussion was held.

The Board did not hold a vote.

B. Pension Update

Chief Sagehorn updated the Board on the pension. He reported that pension attorney Stan Schroeder drafted an RFP for a pension investment management company and that the RFP was advertised for three (3) days. He reported that 5 candidates are interested and that the due date is June 1, 2025.

A brief discussion was held.

The Board did not hold a vote.

C. Boat Update

Chief Sagehorn and Deputy Chief/Training Officer Spencer reported that the new inflatable rescue boat had been delivered and that the District is waiting for the trailer to be delivered.

A brief discussion was held.

The Board did not hold a vote.

D. Awards Banquet - Update

Chief Sagehorn updated the Board that he had booked the venue – The Landing Hub - for January 30, 2026 from 4:00 pm to 11:00 pm.

A general discussion was held.

The Board did not hold a vote.

7. NEW BUSINESS

The Chairman requested the presentation of any New Business.

A. Board Member Swearing-In

Chairman Davis administered the Oath of Office to Director Wymer for the position of Director. Director Wymer took the Oath of Office and was sworn in as a member of the Board of Directors for a six (6) year term.

B. Board Seat Elections

The next item on the Agenda was to hold the required election of Board officers under Section 321.170 due to the results of the April 8, 2025 election.

Chairman Davis opened the floor for nominations for the position of District Board Secretary.

Director Davis nominated Director Wymer to serve as District Board Secretary. No other nominations were received.

Chairman Davis closed the floor for additional nominations.

Chairman Davis opened the floor for nominations for the position of District Board Treasurer.

Director Wymer nominated Director Giles to serve as District Board Treasurer. No other nominations were received.

Chairman Davis closed the floor for additional nominations.

Chairman Davis opened the floor for nominations for the position of District Board Chairman.

Director Wymer nominated Director Davis to serve as District Board Chairman. No other nominations were received.

Chairman Davis closed the floor for additional nominations.

A brief discussion was held.

After discussion, Chairman Davis made a motion to approve the results of the Board election and declare Director Wymer as Secretary; Director Giles as Treasurer; and Director Davis as the Chairman of the Board, and the motion was duly seconded by Director Wymer, 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 Spencer Giles	- Abstain due to attending via telephone only

C. 6124 Incident-Information

Chief Sagehorn and Deputy Chief Fire Marshal Phipps updated the Board on a mechanical issue with Unit 6124 which created a need to have it towed for repair. It was reported that Unit 6124 is out of commission until the replacement parts arrive at the repair shop. He reported that the repair cost was estimated to be \$1,600.00 and that the tow bill was \$400.00.

A general discussion was held.

The Board did not hold a vote.

D. Apparatus Study-Completed

Chief Sagehorn had Deputy Chief/Training Officer Spencer present his 2025 Pacific Fire Protection District Fleet Optimization Study to the Board. Deputy Chief/Training Officer Spencer and other staff members used various historic data from the District's records to compile the data in the report. He provided a written copy of the report and reviewed it with the Board. He made recommendations to sell or decommission Unit 6113; to reconfigure the new tanker to be better utilized as a Pumper/Tanker; to place 6124 in into reserve status and sell Unit 6123 after the new Pumper/Tanker arrives in 2026; plan for the purchase of new brush trucks and a future ladder truck.

A general discussion was held. Chairman Davis expressed gratitude for the report and the work put into the report. Director Wymer agreed. The consensus of the Board is that current mutual aid has changed the apparatus/equipment needs of the District and that the study will support future cost savings. Chairman Davis suggested that a Truck Committee gets together to work on re-configuring the new Pumper/Tanker since the deadline for changes to MacQueen is October 1, 2025.

The Board did not hold a vote.

E. Employee Resignation

Chief Sagehorn updated the Board on the resignation of employee Cassandra Williams and presented a copy of her resignation letter to the Board.

A general discussion was held.

After discussion, Chairman Davis made a motion to accept the resignation letter and also to approve an advertisement for filing the position, and the motion was duly seconded by Director Wymer, 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 Spencer Giles

- Abstain due to attending via
telephone only

F. Shop Steward Report

Shop Steward Thad Marrs did not attend the meeting.

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 April 2025. He also reviewed new development proposals/construction/remodeling around the District. He also provided a short update on the follow-up to the Camp Solidarity fire.

9. TRAINING OFFICER'S REPORT

Deputy Chief/Training Officer Parker Spencer presented the Training Officer's report and also provided a brief update of the Training Officer's activities for the month of April 2025.

10. FIRE CHIEF'S REPORT

Chief Sagehorn provided to the Board a written report concerning his activities for the month of April 2025. Chief Sagehorn also briefly reviewed the alarm reports.

11. ATTORNEY'S REPORT

Attorney Butler stated that he did not have anything to report.

12. PUBLIC COMMENTS

The Chairman next called for Public Comments.

THE CHAIRMAN ANNOUNCED THAT NO VOTES WERE HELD WHILE IN CLOSED SESSION SINCE THE BOARD DID NOT HOLD A CLOSED SESSION AT THE MAY 1, 2025 MEETING.

ANNOUNCEMENT OF NEXT MEETING

The Chairman announced that the next Regular Meeting of the Board of Directors shall be held on Thursday, May, 2025 at 1700 hours (5:00 p.m.) 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 1755 hours (5:55 pm.).

Respectfully submitted,


Chris Wymer, Secretary,
Board of Directors


Approved:


John C. Davis, Director

5-14-25
Date


Chris Wymer, Director

5-14-25
Date


Spencer Giles, Director

5-14-25
Date