

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

June 4, 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 Tuesday, June 4, 2024, at 1711 hours (5:11 p.m.). At the above time and place there were present:

1. CALL TO ORDER & ROLL

| | |
|---------------|--|
| John C. Davis | -- Director |
| Chris Wymer | -- Director (initially attended via telephone) |
| Spencer Giles | -- Director |

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

Guests:

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 Davis 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 May 15, 024 Regular Session and Closed Session minutes.

On motion made by Director Davis and seconded by Director Wymer, the Board minutes for the May 15, 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

- 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 May 16, 2024 through June 4, 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 16, 2024 THROUGH JUNE 4, 2024
TREASURER'S REPORT
OF THE
PACIFIC FIRE PROTECTION DISTRICT**

June 4, 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, June 4, 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 updated the Board on the progress of the policy review committee. Fire Chief Sagehorn advised the Board that copies of the policies have been sent out for review and that he hopes that the revisions can be approved at the July Board meeting.

A brief discussion was held.

The Board did not hold a vote.

B. Employee Update

Chief Sagehorn reported that Jeremiah Scull was examined by Dr. Sanders today for his annual physical and his post-accident/return to work examination. The return to work evaluation with Athletico is scheduled for June 15, 2024.

A brief discussion was held.

No vote was held.

C. Bond Sale

Chief Sagehorn reviewed with the Board the updated information on the bond sale timetable and documents from Joy Howard. He informed the Board the Joy Howard is reviewing the options for the bond sale in regard to a negotiated bond sale or a competitive sale.

A vote was not held.

D. House #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 general contractor had torn out the existing bunk room.

A brief discussion was held.

7. **NEW BUSINESS**

The Chairman requested the presentation of any New Business.

A. **Central County 911 Contract**

Chief Sagehorn reviewed with the Board the updated 5 year contract sent to the District by Central County 911 Emergency. In summary, he informed the Board that the annual fee will be based upon three and seventy-five hundredths' cents (\$0.0375) per 0.0375% of the annual per One Hundred Dollars (\$100.00) of the total assessed valuation of the District. He also reported that the fee can only increase up to 5% per year as a maximum rate cap.

A brief discussion was held.

After brief discussion, Director Davis made a motion to approve the insurance renewal 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. **Request for an Easement – City of Pacific**

Chief Sagehorn provided to the Board copy of a letter and proposed plans from the City of Pacific for the installation of new water lines (main line) along the south property line at House #1. Chief Sagehorn stated that there was some confusion in the drawings and he will obtain clarification from the City before any further discussion.

A general discussion was held concerning the proposal.

A vote was not held.

C. **Weight Room Equipment**

Chief Sagehorn provided a proposal to the Board for the purchase of new weight equipment for the District and stated that the purchase amount was in the current budget. He reported that the total proposed purchase equaled \$6,226.25.

After brief discussion, Director Giles made a motion to approve the purchase and

the motion was 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 | - Aye |

D. Shop Steward Report

Shop Steward Marris attended the meeting and expressed gratitude from the Shop for the purchase of the weight equipment. He also informed the Board that the Shop will be participating in the MDA's annual "Fill the Boot" campaign.

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

9. TRAINING OFFICER'S REPORT

Assistant Chief Graf 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 May 2024.

10. FIRE CHIEF'S REPORT

Chief Sagehorn provided the Board with a written report concerning his activities for the month of May 2024. 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 JUNE 4, 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, July 16, 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 1753 hours (5:53 pm.).

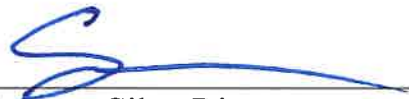
Respectfully submitted,


Chris Wymer, Secretary,
Board of Directors

Approved:


John C. Davis, Director 7-16-24
Date


Chris Wymer, Director 7-16-24
Date


Spencer Giles, Director 7-16-24
Date