



central county
FIRE & RESCUE
SAINT PETERS, MO

Official Minutes
Regular Business Meeting
June 23, 2020

The Central County Fire & Rescue Board of Directors held its Regular Monthly Business Meeting on Tuesday, June 23, 2020, 6:00 p.m., via video conferencing due to the current situation with the coronavirus. Present were Chairman Dave Tilley, Treasurer Patricia Hamm and Secretary David Bell. Also present were Chief Dan Aubuchon, Assistant Chiefs Steve Brown and Gary Donovan, PIO Jason Meinershagen, Shop Steward Tim O'Mara, Attorney Allison Stenger, Accountant Rick Rognan and Secretary Lori Niemann. The meeting was called to order at 6:03 PM by Dave Tilley.

Pledge of Allegiance

Dave Tilley led the Pledge of Allegiance.

Approval of Meeting Agenda

There was a motion to approve the agenda by David Bell and a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Approval of the previous meetings minutes

There was a motion to approve the previous minutes by David Bell and a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Reading of invoices over \$2,500

Chief Aubuchon read all invoices over \$2,500.00.

Authorization to pay bills

There was a motion to pay all bills by David Bell and a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

The floor was then opened to the public for comments and questions.

There were none.

Presentation of 2019 Audit Report – Botz Deal & Company

Lindsey Ruhr from Botz Deal & Company presented the 2019 audit report to the Board. She stated that Botz & Deal had issued an Unqualified Clean Opinion for the 2019 audit report which is the highest audit finding indicating no issues were found with the financial management of the District. There was a motion by David Bell and a second by Patricia Hamm to accept the audit report from Botz Deal & Company. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Certification of Director Position by Non-Election

A copy of the Election Certification was provided to the Board showing Patricia Hamm was the only candidate to file for the Board of Director's Position and according to RSMo 115.124 that no election was required for her election to the Board of Directors for a six year term. The District's request for no election was approved and certified by the St. Charles County Election Authority. The Oath of Office was administered to Patricia Hamm by Secretary of the Board, David Bell.

Election of Board Officers

The Board held an election of officers in compliance with the Districts' By-Laws.

Office of Treasurer

There was a motion to elect Patricia Hamm for Treasurer of the Board by Dave Tilley. There was a second by David Bell. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Office of Secretary

There was a motion to elect David Bell for Secretary of the Board by Dave Tilley and a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Office of Chairman

There was a motion to elect Dave Tilley for Chairman of the Board by Patricia Hamm and a second by David Bell. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

2020 Property and Casualty Insurance Renewal – Tabled from the June 9th Work Session Meeting

David Bell made a motion to bring back to the table the 2020 Property and Casualty Insurance Renewal. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Assistant Chief Gary Donovan reviewed with the Board the proposal the District received from ESIP. The total cost of the premium will be \$106,973.00. This is a 1.5 % increase from last year. Patricia Hamm made a motion to renew the insurance proposal for 2020/2021 with ESIP. David Bell seconded the motion. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Division Reports:

Operations: Chief Aubuchon gave an update on the operations of the District. He stated that vendors are now allowed to come into the Firehouses for repairs or maintenance.

Prevention: Assistant Chief Steve Brown stated that the Prevention Bureau is back out in the field and have been inspecting the schools in the District. He also stated that the District will be moving to phase three of returning to normal operations by mid-July.

Training: Chief Aubuchon gave an update to the Board on the training for the District.

ALS: There was no ALS report at this time.

PIO: PIO Jason Meinershagen presented to the Board several correspondence the District had received in the last two months. He also gave an update to the Board on public relation events coming up.

Purchase Requests/Staff Recommendations

Dave Tilley read the recommendation from the Planning Committee to have an annual contract with Archive Social to archive social media and website records for retention. PIO Jason Meinershagen stated the annual cost will be \$4,788.00. There was a motion by David Bell and a second by Patricia Hamm to approve the contract with Archive Social. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Treasurer's Report

Accountant Rick Rognan presented to the Board the Treasurer's Report. He stated as of May 31, 2020 we should have used 41.7 % of the budget and we have used 36.7%. We are currently under budget by 5.0%. He recommended that we continue to be conservative. There was a motion by David Bell and a second by Patricia Hamm to approve the Treasurer's Report. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

There was a motion by David Bell to close Open Session at 6:38 PM. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

There was a motion by David Bell to go into Closed Session for legal and personnel matters. There was a second by Patricia Hamm. A roll call vote was taken.

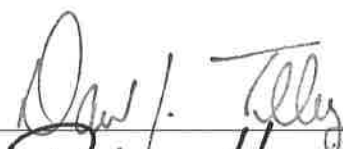
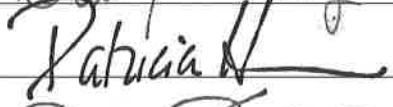
Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

The Closed Meeting was adjourned at 6:50 PM and the Board returned to Open Session to state that there were no announcements made in Closed Session.

David Bell made a motion to adjourn the meeting at 6:50 PM. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

The Meeting was adjourned at 6:50 PM.

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