



***Official Minutes  
Regular Business Meeting  
June 27, 2017***

The Central County Fire & Rescue Board of Directors held its Regular Monthly Business meeting on Tuesday, June 27, 2017, 6:00 p.m., at Headquarters, located at 1220 Cave Springs Blvd., St. Peters, MO 63376. Present were Chairman Dave Tilley and Treasurer Patricia Hamm. Secretary Bob Carpenter attended the meeting by phone. Also present were Chief Dan Aubuchon, Assistant Chiefs Brian Ochs and Gary Donovan, Shop Steward Brad Peters, Accountant Rick Rognan, Attorney Neil Bruntrager and Secretary Lori Niemann. The meeting was called to order at 6:00 PM by Dave Tilley.

**Pledge of Allegiance**

Dave Tilley led the Pledge of Allegiance.

**Approval of the Amended Meeting Agenda**

There was a motion to approve the amended agenda by Patricia Hamm and a second by Dave Tilley.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

**Approval of the previous meetings minutes**

There was a motion to approve the previous minutes by Patricia Hamm and a second by Dave Tilley.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (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 Patricia Hamm and a second by Dave Tilley.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

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

Mr. Owen Peters a resident of Central County Fire and Rescue spoke to the Board of Directors with his continued concerns with the Fire District.

Mr. Tim Dolan a resident of Central County Fire and Rescue spoke to the Board of Directors with his continued concerns with the Fire District.

**Presentation of 2016 Audit Report – Botz Deal & company**

Lindsey Ruhr from Botz Deal & Company presented and discussed with the Board the 2016 audit. She stated that Botz & Deal had issued an Unqualified Clean Opinion for the 2016 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 Patricia Hamm and a second by Dave Tilley to accept the audit report from Botz Deal & Company.

Vote: Dave Tilley (Y)          Patricia Hamm (Y)          Robert Carpenter (Y)

**Ordinance No. 17-01 – Adoption of 2017 Fire Prevention Code**

Chief Aubuchon presented to the Board Ordinance No. 17-01, an Ordinance repealing Ordinance No. 16-01 of Central County Fire and Rescue, and all other previous Fire Prevention Codes in conflict with this ordinance, and enacting a new fire prevention code. There was a motion by Patricia Hamm to adopt Ordinance No. 17-01. There was a second by Dave Tilley. Chairman Tilley read the title of Ordinance No. 17-01.

Vote: Dave Tilley (Y)          Patricia Hamm (Y)          Robert Carpenter (Y)

The Board signed Ordinance No. 17-01.

**2017 Property and Casualty Insurance Renewal**

Assistant Chief Brian Ochs reviewed with the Board the two proposals for Property and Casualty Insurance. The District received a proposal from VFIS with a total premium of \$126,466 and a proposal from ESIP with a total premium of \$95,613. Assistant Chief Ochs and Peggy Roberts with Huntleigh McGehee recommended the District renew with ESIP. Patricia Hamm made a motion to renew the insurance proposal for 2017/2018 with ESIP. Dave Tilley seconded the motion.

Vote: Dave Tilley (Y)          Patricia Hamm (Y)          Robert Carpenter (Y)

**The Results of Architectural Bids for Station #5**

Chief Aubuchon presented to the Board the results of the architectural bids for Station #5. The District received two bids, one from Hurford Architects, Inc. for \$224,000.00 which equates to 8 % of the cost of construction. FGM Architects submitted a bid from 7.6% to 8.3% cost of construction. After a discussion Patricia Hamm made a motion to accept the bid from Hurford Architects for our new Station #5. There was a second by Dave Tilley.

Vote: Dave Tilley (Y)          Patricia Hamm (Y)          Robert Carpenter (Y)

## **Treasurer's Report**

Accountant Rick Rognan presented the treasurer's report to the Board (see attached). He stated that as of May 31st, we should have used 41.70% of the budget and we have used 40.30%. We are currently under budget by 1.40%. He recommended that we continue to be conservative. There was a motion by Patricia Hamm and a second by Dave Tilley to approve the treasurer's report.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

## **Division Reports:**

Operations: Assistant Chief Ochs presented to the Board the Operations Report for May 2017 (see attached).

Prevention: There was no Prevention Report at this time.

Training: Chief Aubuchon stated that the crews were taking cancer awareness classes this month.

## **Purchase Requests/Staff Recommendations**

Chief Aubuchon presented to the Board a purchase request from the EMS Committee to purchase EZ-IO Intraosseous vascular access system for a total cost of \$7,694.65. There was a motion by Patricia Hamm and a second by Dave Tilley to purchase the EZ-IO Intraosseous vascular access system.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

Chief Aubuchon presented to the Board a purchase request from the EMS Committee to purchase computer hardware for electronic patient care reporting through the state bid for a total cost of \$35,463.90. There was a motion by Patricia Hamm and a second by Dave Tilley to purchase the computer hardware for electronic patient care reporting through the state bid.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

## **Correspondence**

Chief Aubuchon presented to the Board a letter of gratitude from Dream Achievers Children's Center thanking the District for the toys that the District donated to their child care center.

Chief Aubuchon presented to the Board a letter from St. Peters Mayor Len Pagano thanking the District for being a part of the St. Peters Memorial Day Ceremony.

There was a motion by Patricia Hamm to go into Closed Session for Legal and Personnel matters. There was a second by Dave Tilley.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

There was a motion by Patricia Hamm to close open session at 6:44 PM. There was a second by Dave Tilley.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

Chairman Tilley stated there would a 5 minute recess before the start of the Closed Session.

The Closed Meeting was adjourned at 7:10 PM and the Board returned to Open Session to state that there were no announcements from Closed Session.

Patricia Hamm made a motion to adjourn the meeting at 7:11 PM. There was a second by Dave Tilley.

Vote: Dave Tilley (Y)      Patricia Hamm (Y)      Robert Carpenter (Y)

The meeting was adjourned at 7:11 PM.

Director\_\_\_\_\_

Director\_\_\_\_\_

Director\_\_\_\_\_