

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

June 18, 2020

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 Thursday, June 18, 2020, 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
Stephen Woodruff	-- Director

Chief Stephen Sagehorn
Assistant Chief Gary Graf
District Counsel Patrick Butler

Guests:

None

QUORUM

A quorum being present, Chairman Davis called the meeting to order and announced the Board of Directors meeting to be in 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

Chairman Davis inquired as to whether or not 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.

The Chairman stated that the **Executive Meeting** remain on the agenda.

Subject to the above, Tentative Agenda was accepted as the Final Approved Agenda. Chairman Davis made 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 Stephen Woodruff	-Aye

4. APPROVAL OF PRIOR MINUTES

The Chairman called for acceptance or rejection of meeting Minutes for the June 4, 2020 Regular Meeting.

The Minutes for the June 4, 2020 Regular Meeting of the Board of Directors were presented for review, modification, or approval.

On motion made by Director Wymer and seconded by Director Woodruff, the following motion was unanimously approved and accepted:

“WHEREBY, that the Minutes of the Board of Directors’ June 4, 2020 Regular Meetings are hereby adopted and approved in their entirety as presented.”

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 Stephen Woodruff	-Aye

The above Minutes of the June 4, 2020 Regular Meetings having been approved, the Chairman directed that the same be filed in the Minute Book for the purpose of recording all proceedings of the Board of Directors for the Pacific Fire Protection District.

5. BUDGET AND FINANCIAL MATTERS

A. 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.

Chief Sagehorn requested that the Board approve the payment of the invoices for the time period June 5, 2020 through June 18, 2020.

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

**MOTION
ADOPTING THE
June 5, 2020 THROUGH June 18, 2020
TREASURER'S REPORT
OF THE
PACIFIC FIRE PROTECTION DISTRICT**

June 18, 2020

“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 18, 2020, 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 Stephen Woodruff	-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. 6124 Repair Update

Chief Sagehorn updated the Board concerning the necessary repairs to Unit 6124. He provided to the Board the estimate from Show-Me Autobody in the amount of \$4,551.65. Chief Sagehorn stated that the amount was less than expected and that he had talked to the insurance company and that they had issued payment earlier in the day. He also stated that he would request that the sales tax in the amount of \$195.14 be removed from the estimate.

A general discussion was held.

B. June 2, 2020 Election Update

Chief Sagehorn updated the Board on the certified election results for the June 2, 2020 election from Jefferson and Franklin Counties. He stated that he did not have the certification from St Louis County.

A general discussion was held.

No vote was held.

C. Reimbursement Documents – Franklin County CARES Act.

Chief Sagehorn provided to the Board the documents for the reimbursement for

the District's COVID-19 related expenses for Franklin County for review. Chief Sagehorn informed the Board that the District has qualified for \$596.03 in reimbursement for costs and expenses related to emergency response/first responder under the CARES Act through Franklin County.

7. NEW BUSINESS

Chairman Davis requested the presentation of any New Business.

A. Additional Insurance Premium – Payroll Audit

Chief Sagehorn provided to the Board the premium invoice from Missouri Rural Services Worker's Compensation Insurance Trust in the amount of \$3,119.00. Chief Sagehorn stated that he had talked to the insurance company and that he was going to follow-up with the insurance broker concerning the audit. He stated that his goal was to make the overall premium for the initial policy premium more exact to avoid another audit premium next year. He state that he will report back what he finds out to the Board,

A brief discussion was held.

After discussion, Chairman Davis made a motion to approve pay the additioanl due to the payroll audit, 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 Stephen Woodruff	-Aye

8. FIRE PREVENTION REPORT

Deputy Chief Prichard was unable to attend the meeting and Chief Sagehorn presented his written report to the Board concerning the Fire Marshal's activities for the month of May 2020.

9. TRAINING OFFICER'S REPORT

Assistant Chief Graf attended the meeting and presented that Training Officer's report for the month of May 2020. He provided a report to the Board several items related to his monthly activities and District operations.

10. FIRE CHIEF'S REPORT

Chief Sagehorn provided to the Board a written report concerning his activities for the month of April 2020. Chief Sagehorn also briefly reviewed the alarm reports. He shared with the Board the details on Lt Curt Rainwater and Firefighter Nauman performing a clinical save while responding to an EMS call on June 13, 2020

11. ATTORNEY'S REPORT

Attorney Butler did not offer any additional comments to the Board..

12. PUBLIC COMMENTS

The Chairman next called for Public Comments.

13. EXECUTIVE SESSION

MOTION FOR CLOSED SESSION

NO MOTION TO HOLD A CLOSED MEETING WAS MADE BY THE BOARD.

A CLOSED MEETING WAS NOT HELD.

THE CHAIRMAN HEREBY STATES THAT NO OFFICIAL VOTES OR OFFICIAL ACTIONS WERE TAKEN BY THE BOARD IN CLOSED SESSION AT THE JUNE 18, 2020 BOARD MEETING BECAUSE A CLOSED MEETING WAS NOT HELD.

ANNOUNCEMENT OF NEXT MEETING

The Chairman announced that the next Regular of the Board of Directors shall be held on Thursday, July 2, 2020, but Chairman Davis stated that he was out of town and

requested that the meeting be canceled. After a brief discussion, the Board agreed to cancel the July 2, 2020 Board meeting and announced that the next meeting will be held on July 16, 2020 at 1800 hours (6:00 p.m.) at the Training Room, Central Engine House, Pacific Fire Protection District, 910 West Osage, Pacific, Missouri 63069.


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 18:42 hours (6:42 p.m.).

Respectfully submitted,


Chris Wymer, Secretary,
Board of Directors

Approved:


John C. Davis, Director 7-16-20
Date


Chris Wymer, Director 7-16-20
Date


Stephen Woodruff, Director 7-16-20
Date