

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE MEHLVILLE FIRE PROTECTION DISTRICT OF  
ST. LOUIS COUNTY, MISSOURI, ON THE  
19TH DAY OF DECEMBER, 2018

The Board of Directors of the Mehlville Fire Protection District of St. Louis County, Missouri, met at the Mehlville Conference Room, 11020 Mueller Road, St. Louis County, Missouri, on the 19th day of December, 2018.

Present at the meeting were:

Aaron Hilmer, Chairman and Director of the Board;

Bonnie C. Stegman, Treasurer and Director of the Board;

Edmond Ryan, Secretary and Director of the Board; and

Brian Hendricks, Fire Chief of the Mehlville Fire Protection District.

Mr. Hilmer called the meeting to order at 5:00 p.m. and announced the Board to be in session for the transaction of business.

Mr. Ryan made a motion to approve the Board meeting minutes of November 14 and 28, 2018. Dr. Stegman seconded the motion and it was unanimously approved.

Dr. Stegman made a motion to pay the bills of December 12 and 19, 2018. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Financial Officer Brian Bond presented the November, 2018 Financial Statements. \$10,000 of 2017 tax revenue was received from St. Louis County, bringing the total tax revenues receipts to \$16.033 million, approximately 96.2% of calculated tax revenue. There were \$10,000 of scheduled interest expense related to the certificates of participation as scheduled. Capital expenditures included \$286,000 for the Burn Tower materials for the Baumgartner Road training site and \$4,000 of renovation expense for the 5 House training facility. Both the General Fund and the Pension Fund currently

appear to be on course with the 2018 budget. A few individual line items in the General Fund which are expected to go over budget include unscheduled overtime, fuel, and medical supplies. Dr. Stegman made a motion to approve the November 2018 Financial Statement and Treasurer's Report as presented. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Hendricks said the union had no comments on the changes proposed to the Employee Manual of Policies and Procedures (EMoPP). Dr. Stegman made a motion to approve the proposed changes. Mr. Ryan seconded the motion and it was unanimously approved.

CFO Bond presented the finalized 2019 budget. Tax revenue is based upon the rates that were approved by the Board in September and include no voluntary reductions. \$17.704 million in tax revenue is expected to be generated, only a \$128,000 increase over 2017. The budget shows a \$409,000 increase in other revenue sources, including \$266,000 in increased interest income and \$100,000 in anticipated EMS billings. \$826,000 will be transferred from the General Fund to the Capital Fund to address capital expenditures including \$275,000 for one-half of a pumper to be acquired in 2020, \$282,000 for a new ambulance and related equipment, \$50,000 in reserves for future construction projects, \$50,000 in reserves for future fire apparatus, \$111,000 in reserves for future fire and EMS equipment including a new round of Tough Books and breathing apparatus, and \$80,000 for two new staff vehicles. \$915,000 will be transferred from the General Fund to the Pension Fund to address current year shortfalls of \$8,000 related to the Defined Contribution Plan for current employees and \$907,000 of benefit payments related to the terminated Defined Benefit Plan. Salaries expense reflects a \$256,000

increase due to step increases and a 2.9% increase applied to position rates of pay. The staffing model remains at 40 24-hour personnel per crew and includes cost to hire six new additional Critical Care Paramedics. Unscheduled Overtime Expense reflects a \$119,000 increase to maintain the unscheduled overtime necessary to operate the sixth ambulance and an adjustment related to the new Personal Day policy. Health insurance was determined based upon the renewal rates. Workers' Compensation expense reflects a \$66,000 increase based upon the new premium. Other expenses were calculated using a three-year rolling average and looking at itemized needs. \$46,000 is allocated to continue Mehlville Mobile Healthcare. \$40,000 is allocated for biannual recurring expense for the Board election. An \$80,000 increase in medical supplies expense has been budgeted. The terminated Defined Benefit Plan payments reflect a \$20,000 decrease. Overall, the budget reflects \$2,000 of revenue over expense. Any capital projects, including the training facility on Baumgartner Road, are not included in the 2019 budget and would need to be funded through Capital Fund reserves, which include \$800,000 of undesignated reserves and \$500,000 of construction reserves. Dr. Stegman made a motion to approve the 2019 budget. Mr. Ryan seconded the motion and it was unanimously approved.

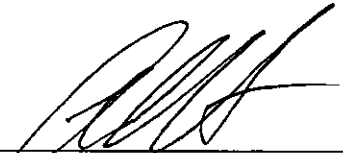
Mr. Hilmer then made a motion that a closed meeting be held for the purpose of discussing a legal matter immediately following the adjournment of the regular meeting. Mr. Hilmer, as part of said motion, moved that said closed meeting not be open to members of the general public under the provisions of Chapter 610 of the Missouri Revised Statutes, commonly referred to as the Sunshine Act. The motion was seconded by Mr. Ryan. A roll call vote on said motion was taken.

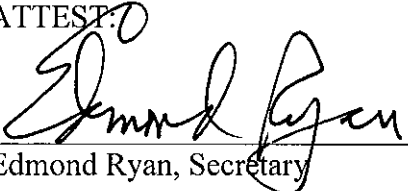
Director Hilmer yea.

Director Stegman yea.

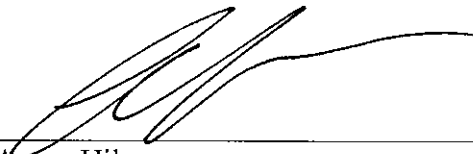
Director Ryan yea.

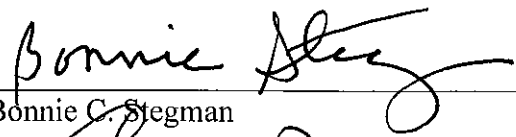
There being no further business, Mr. Hilmer adjourned the meeting at 5:15 p.m.

  
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Aaron Hilmer, Chairman

ATTEST:  
  
\_\_\_\_\_  
Edmond Ryan, Secretary

The undersigned, being all members of the Board of Directors of the Mehlville Fire Protection District, have affixed their names thereto in evidence of their consent to the meeting at the time and place indicated, and in evidence of their approval of the actions taken at the said meeting.

  
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Aaron Hilmer

  
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Bonnie C. Stegman

  
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Edmond Ryan