

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE MEHLVILLE FIRE PROTECTION DISTRICT OF
ST. LOUIS COUNTY, MISSOURI, ON THE
7TH DAY OF MARCH, 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 7th day of March, 2018.

Present at the meeting were:

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.

Aaron Hilmer, Chairman and Director of the Board, was absent.

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

Approval of the minutes of January 10 and 24, 2018 was tabled until the next meeting.

Dr. Stegman made a motion to pay the bills of March 1 and 7, 2018. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Financial Officer Brian Bond presented the December 2017 Financial Statements. The December financial statements do not include certain year end accruals. \$9.456 million of 2017 tax revenue was received from St. Louis County. Total cash equivalent resources at 12/31/17 totaled \$27.807 million, representing a \$2.165 million increase (8.44%) over cash equivalent resources at 12/31/16. While 2017 revenue from numerous sources exceeded the budgeted amounts (e.g. interest income, inspection fees and proceeds from the sale of assets), and 2017 expenditures were less than budgeted, the

significant increase in cash equivalent resources at 12/31/17 is attributable to the accelerated collection of tax revenue receipts of \$1.763 million over the previous year. With the conclusion of December, total General Fund expenditures resulted in 2.1% of budgeted expenditures remaining, a favorable variance of \$369,000 for the 2017 budget. Total Pension Fund expenditures resulted in 0.67% of budgeted expenditures remaining, a favorable variance of \$13,000 for the 2017 budget. Dr. Stegman made a motion to approve the December 2017 Financial Statement and Treasurer's Report as presented. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Hendricks introduced Jason Robison, Chief Technology Architect for Miken Technologies, the District's new IT provider. Miken has performed an analysis of the current status of the District's IT hardware and security. They are recommending the purchase of newer equipment and upgrades that would bring some redundancy and stability for the longer term to support the District's daily requirements. Chief Hendricks asked how the recommendations addressed security and catastrophic failure. Mr. Robison said the redundancy addresses the issue of catastrophic failure. Additional security technologies will be put in place, and upgrades will include new security measures. Chief Financial Officer Brian Bond said that each year as part of the budget some funds are transferred from the General to the Capital fund. From 2011 to 2017, \$170,000 was budgeted for computer equipment, but only \$54,728 was spent. The remaining money in reserve will be allocated for the IT upgrades. Dr. Stegman made a motion to approve the proposals totaling \$45,763.79. Mr. Ryan seconded the motion and it was unanimously approved.

Ron Mangan from Archimages updated the Board on House 7 renovation. Mr. Mangan presented a summary of the bids received. He said the two low bidders had been interviewed by a team including Archimages and District personnel. As a result of the interviews, they recommend the bid be awarded to John Kalicak Construction. Dr. Stegman made a motion to accept the recommendation of the committee and approve the bid of John Kalicak Construction for \$202,026. Mr. Ryan seconded the motion and it was unanimously approved.

Dr. Stegman made a motion to approve the proposed changes to the Employee Manual of Policies and Procedures (EMoPP) discussed at a prior meeting. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Hendricks described the proposed hiring process for the Fire Master Mechanic position. He hopes to have a new mechanic hired by July.

Dr. Stegman then made a motion that a closed meeting be held for the purpose of discussing a personnel matter immediately following the adjournment of the regular meeting. Dr. Stegman, 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 Stegman yea.

Director Ryan yea.

There being no further business, Dr. Stegman adjourned the meeting at 5:30 p.m.

Not present
Bonnie Stegman, Treasurer

ATTEST:
Edmond Ryan
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.

Not present
Bonnie C. Stegman
Edmond Ryan
Edmond Ryan