

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE MEHLVILLE FIRE PROTECTION DISTRICT OF
ST. LOUIS COUNTY, MISSOURI, ON THE
22ND DAY OF SEPTEMBER, 2021

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 22nd day of September, 2021.

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. Hilmer amended the agenda to include the removal of one Critical Care Paramedic from probationary status.

Dr. Stegman made a motion to pay the bills of September 15 and 22, 2021. Mr. Hilmer seconded the motion and it was unanimously approved.

Chief Hendricks discussed the purchase of an ambulance. He was notified by their ambulance manufacturer that F-450 and F-550 chassis were being reallocated to the retail market and would therefore be more difficult for ambulance manufacturers to obtain. Since the District definitely needs an ambulance next year, Chief Hendricks would like the Board to approve the purchase of an F-550 chassis through Weir Ford and the purchase of a 2022 ambulance for expected delivery by the end of 2022. Waiting to order the ambulance could jeopardize delivery in 2022 because the chassis may not be

available. Dr. Stegman made a motion to approve the purchase of a F-550 chassis from Weir Ford for \$50,230 and ambulance conversion from Osage for \$231,750. Mr. Hilmer seconded the motion and it was unanimously approved.

Pertaining to the proposed changes to the Employee Manual of Policies and Procedures (EMoPP) regarding vacation picks, Captain Ty Cardona said employees questioned what the goal of the proposed change was. Dr. Stegman said the goal was that employees further down on the seniority list would get some picks before all the dates were gone, especially with the proposed change from 5 columns to 4. Captain Cardona said a number of employees would not be able to take their vacations during the summer as desired. He proposed keeping the five vacation columns and lose one of the personal days columns. That would result in fewer available days off, and the remaining personal day could be taken as a planned or emergency day. He also received feedback from older and newer employees that they would prefer to leave the vacation picks as is. Chief Hendricks said the problem driving this change was unscheduled overtime. A significant number of people off, whether COVID or injury, drives people being ordered in and causes them hardship. It also reduces the pool of people that can be pulled from. In fact, Chief Hendricks will be proposing a new section in the EMoPP covering reduced staffing models in the event that becomes necessary, because that has already happened. He does not believe that the new vacation pick method will significantly displace employees from their desired vacation dates, because there are always open slots still available after the pick process is complete. He can provide the Board with data on how employees may be displaced under the new method.

Chief Hendricks presented additional proposed changes to the EMoPP, including the use of personal days, a staff reduction plan, policies governing unscheduled overtime, and the vital signs policy. Chief Hendricks said he would discuss the proposals with union representative Captain Cardona and raise them again at a later Board meeting.

Dr. Stegman made a motion to remove from probationary status Fire Medics Brice Otte and Matthew Strayhorn and Critical Care Paramedic Amberley Caldwell. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Financial Officer Brian Bond presented the August, 2021 Financial Statements. Due to certain retroactive adjustments, the District did not receive any 2020 tax revenue during August. Cash equivalent resources at August 31 were \$22.398 million, consistent with 2020. The District spent \$221,000 for a new ambulance. The cost of the chassis will be additional. The General Fund appears to be slightly ahead of the 2021 budget primarily due to overtime wages. For the month of August, \$160,000 of unscheduled overtime was incurred, and there is only \$34,000 (5%) remaining in the budget for 2021. If the District remains on pace with 2020, the unscheduled overtime budget will be exceeded by at least \$277,000. The Pension Fund appears to be on course with the 2021 budget. Dr. Stegman made a motion to approve the August, 2021 Financial Statement and Treasurer's Report as presented. Mr. Ryan seconded the motion and it was unanimously approved.

Mr. Bond presented budget premises for 2022. The 2021 tax rates will be presented to the Board on Tuesday, September 29, and part of the process includes a preliminary 2022 budget to substantiate the tax rates levied by the Board. As in prior years, there will be no voluntary reductions in tax rates. Approximately \$1 million will

be transferred from the General Fund to the Capital Fund to address 2022 capital expenditures and for reserve for future apparatus replacement. \$1.2 million will be transferred from the General Fund to address current year shortfalls in the Pension Fund. Staffing needs will be evaluated to determine if additional CCPs are necessary. Rates of pay will be increased based upon the 12-month Consumer Price Index. CCP certification pay will increase from \$4,000 to \$7,000. Unscheduled overtime will be contingent on the staffing model. A 20% increase in health insurance premiums is anticipated. The workers' compensation premium is expected to increase by 5%. General overhead expenses will continue to rely on a three-year rolling average plus perceived itemized needs. Dispatching fees will increase to 3.7 cents per \$100 of assessed valuation. Capital expenditures will include the purchase of a new ambulance, a staff vehicle, and reserves for one-half of a new pumper, aerial replacement, SCBA replacement, radio replacement, and future engine house renovations.

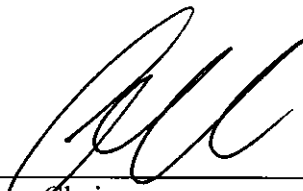
Mr. Hilmer made a motion that a closed meeting be held for the purpose of discussing legal matters immediately following the adjournment of the regular meeting. Mr. Hilmer, as part of said motion, moved that said closed meeting not be open to members of the general public under the provisions of Chapter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

Director Hilmer yea.

Director Stegman yea.

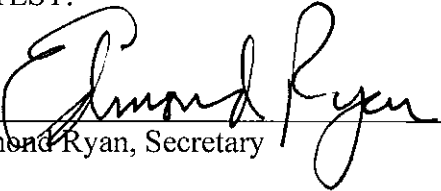
Director Ryan yea.

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



Aaron Hilmer, Chairman

ATTEST:

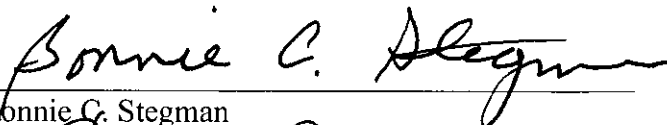


Edmond Ryan, Secretary

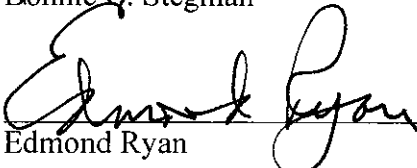
The undersigned, being all members of the Board of Directors of the Mehlville Fire Protection District, have affixed their names thereto in evidence of their consent to the meeting at the time and place indicated, and in evidence of their approval of the actions taken at the said meeting.



Aaron Hilmer



Bonnie C. Stegman



Edmond Ryan