



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619

Tuesday, April 14, 2015

6:00 PM

Preliminaries to the Meeting

1. Call to order
2. Ceremonial Matters
3. Roll call
4. Establishment of a quorum
5. Approval of the meeting's Agenda

Approval of last month's Minutes

1. Correction of minutes
2. Approval of minutes

Financial Business

1. 2014 Audit Presentation
2. Payment of the bills
3. Check signing
4. Financial Statements

Public Comments

Unfinished Business

1. Station 3
2. Apparatus
3. Return to Work Policy Draft

New Business

1. By Laws
2. OTC Agreement/Contract
3. General Overview

Closed Session

1. Discussion and possible vote concerning hiring, firing, and/or promoting of employee(s) per RSMo 610.021 (3), Personnel Records, Performance Ratings, or Records Pertaining to Employees or Applicants for Employment per RSMo 610.021 (13). Closed Session. Closed Vote. Closed Record.

Adjournment

Representatives of the news media may obtain copies of this notice by contacting the Battlefield Fire Protection District.

Posted: 4/10/2015 3:00 PM certified by the undersigned that a true copy of the foregoing agenda was posted at the Battlefield Administration and Training Center in Battlefield, Missouri.

A handwritten signature in black ink, appearing to be "BHO", written over a horizontal line.

District Secretary



Battlefield Fire Protection District Battlefield Volunteer Fire Department Minutes Regular Board Meeting



Location of meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

6:00 PM

Date of Meeting:

April 14, 2015

Board members present: Walt Newman, Ron Smith, Darrell Decker, Trevor Crist and Derek Fraley were present.

Others present: Chief Newberry, Deputy Chief Reynolds, Deputy Chief Moore, Battalion Chief Shawn Crump, Battalion Chief Rob Crawford, Chaplain Stormy Davis, Scott Pierce, Ed Kaiser, Christopher Mumm, Ben Choate, Kasey Strong, Chris Ellis, Greg Smith, Dustin McHaffic, and Kevin Newton.

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Walt Newman at 6:00pm. Chaplain Davis led us in prayer and then the pledge of allegiance was recited. A roll call was taken and a quorum was established.

Darrell asked for agenda be amended to move unfinished business to the top of the order for Station 3 items and the annual audit. Darrel then motioned to approve the agenda. Trevor seconded the motion and all approved.

Darrell moved to approve the minutes from the March meeting, Trevor seconded and all approved.

Unfinished Business:

Battalion Chief Crawford discussed the Station 3 project. Brick work is moving along nicely. Drywall is being installed inside. Everyone is encouraged to go tour the building.

We have received change order number 2. The change order was for \$5,918.73 and includes:

- Gas line movement
- Removal of pipe bollards (credit)
- Adding hallway drop ceiling
- Keypad entry system
- ADA Compliant countertops
- Dryer vent

Battalion Chief Crawford presented a proposal to the board for an upgrade to the generator for the station. The total cost for the selected product and vendor was \$7,255.68. This is for a 25Kw generator that is liquid cooled. Derek motioned to approve change order number 2 and to

purchase the generator proposed by Battalion Chief Crawford. Darrell seconded the motion and all approved.

Battalion Chief Crawford then discussed the rear patio concrete slab. This was originally removed from the design for a cost savings need. Crawford is requesting to put the patio back in the project. Chief Crawford advised the total amount and the work would come to the board as a change order in the next meeting. Ron motioned to complete the patio as requested. Trevor seconded the motion and all approved.

The annual audit report was presented by Sandra from KPM. The audit discussed the financial stability of the department. After a review of the audit presented the board chose to table the approval till next meeting so all members would have the opportunity to review the document in detail.

Darrell requested to pay the bills, approve the financials, and to sign checks. Darrell discussed the financial report and the review of assets. All items have been reconciled. Darrell advised all U.S. Bank accounts were still active due to an open balance of \$294.00. It was unknown where the check was still active from. Will be working with Natalie to locate the check. If past 6 months the check will be cancelled. Items noted that were over the budgeted amount were from EMT Course Expense, Contract labor for the temporary secretary position and Station 3 expense. Lawn maintenance is also showing high. Staff is working on the contract with Green Lawn for clarification. Darrell motioned to approve financials for the District and the Volunteer Department. Derek seconded the motion and all approved.

Public comments:

No public comments were made.

Unfinished Business Continued:

Deputy Chief Moore updated the board on the status of the new apparatus. The cab has been constructed and the body is in paint. On target to receive in June of 2015.

Deputy Chief Reynolds discussed the Burn Trailer from Drager. Trailer should arrive the first of May. The grant has been extended and funding is secured.

Return to work policy was presented to the board as a draft. No action taken until review can be completed.

New Business:

The District bi-laws were updated to show the election of officers in May of each year instead of January. Darrell motioned to approve the updated bi-laws. Trevor seconded the motion and all approved.

The contract with Ozarks Technical Community College was presented to the board. This update included an increase in the fee to \$800.00 per session to the District for services and a fix of typos within the document. Derek motioned to approve the updated contract. Ron seconded the motion and all approved.

During the overview the increase in call volume was noted to the board. Staff is still pleased with the payroll process and the bill pay process.

Closed Session:

Derek moved to go to closed session per RSMo 610.021 (3) and (13). Darrell seconded and all agreed. Meeting closed at 7:25 pm. Board Members present were Walt Newman, Ron Smith, and Darrell Decker. Also present were Chief Bryan Newberry, Deputy Chief Reynolds, and Deputy Chief Moore. Closed session convened at 7:28 pm.

1. DC Moore presented Matt Hough for reserve firefighter. Derek motioned to hire Matt Hough for reserve firefighter. Ron seconded the motion. All approved.
2. DC Moore discussed the secretary interview process and presented Samantha Forir for the position. Derek motioned to hire Samantha Forir as the Secretary for the District. Darrell seconded the motion. All approved.
3. Chief Officers updated the Board of an ongoing grievance process with Local 152. The grievance has gone through step 3 and the Grievance Review Board. Findings of the review board will be made public following the approval of the minutes by the review board.

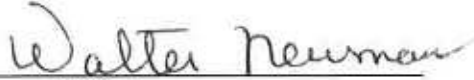
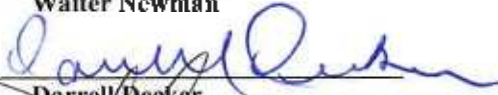
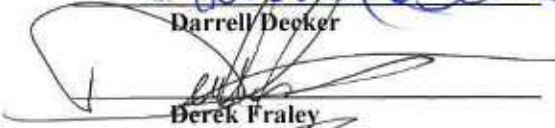


Derek moved to reopen the meeting. Darrell seconded the motion and all approved.

The meeting was reopened at 8:05 pm and Walt announced the District has hired Samantha Forir for the position of Secretary and Matt Hough was hired for the position of Reserve Firefighter.

Trevor moved to adjourn at 8:07 pm.

Submitted by: Scott W Moore, Deputy Chief

Approved by:


Walter Newman

Darrell Decker

Derek Fraley

Ron Smith

Trevor Crist