



# **AGENDA**

## **Battlefield Fire Protection District Battlefield Volunteer Fire Department**



Regular Board Meeting  
4117 W. Second St., Battlefield, MO 65619  
**Tuesday, December 13, 2022**  
**5:00 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 Regular Minutes
3. Approval of Work Session Minutes

### **Financial Business**

1. Payment of the bills
2. Check signing
3. Financial Statements

### **Public Comments**

1. Any comments must be submitted via email to [info@battlefieldfire.com](mailto:info@battlefieldfire.com) prior to 5pm on the Monday prior to meeting.

### **Unfinished Business**

1. Levy Discussion 2023

### **New Business**

1. 2023 Budget
2. General Overview

### **Closed Session**

1. Discussion and possible vote concerning: Legal Matters RSMo 610.021 (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: 12/9/2022 12:00 AM** certified by the undersigned that a true copy of the foregoing agenda was posted at the Battlefield Administration and Training Center in Battlefield, Missouri.

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Fire Chief



# **Battlefield Fire Protection District Battlefield Volunteer Fire Department Minutes November 2022 Regular Board Meeting**



**Location of Meeting:**

4117 West Second St.  
Battlefield, MO 65619

**Time of Meeting:**

5:00 PM

**Date of Meeting:**

November 8, 2022

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 5:00 pm. A roll call was taken, and a quorum was established. Board Members Present: Chairman Trevor Crist, Danny Perches, Walt Newman and Darrell Decker.

Mr. Decker moved to approve the agenda, 2<sup>nd</sup> by Mr. Newman. Motion carried.

**Approval of Last Month's Minutes:**

1. Approval of Regular Minutes- Mr. Perches moved to approve the October Regular Meeting minutes. 2<sup>nd</sup> by Mr. Decker. Motion carried.
2. Approve of Work Session Minutes- Mr. Decker moved to approve the Work Session Minutes. 2<sup>nd</sup> by Mr. Perches. Motion carried.

**Financial Business:**

1. The Board addressed bills to be paid and signed checks.
2. Mr. Decker discussed the October financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,502.18. Battlefield Fire Protection District's ICS account holds \$2,564,098.85 and Money Market holds \$59,959.88. The ongoing overage amount for Gas/ Diesel of \$6,532.75 was noted.
3. Mr. Decker motioned to approve the financials. 2<sup>nd</sup> by Mr. Newman. Motion carried.

**Public Comments: None**

**Unfinished Business:**

1. Levy- Tabled pending further Board discussion and research.

**New Business:**

1. **General Overview**
  - a. Staff provided a review of their monthly report.

**Closed session:**

Motion to go out of open session by Mr. Perches. 2<sup>nd</sup> by Mr. Decker. Motion carried.

Out of Open Session at 5:35 pm.

Motion to go into Closed Session by Mr. Decker. 2<sup>nd</sup> by Mr. Newman. Motion carried.

Into Closed Session: 5:39 pm

Roll Call: Danny Perches, Walt Newman, Trevor Crist, Darrell Decker, Fire Chief Moore, Division Chief Burr, Division Chief Anderson, and Administrative Assistant Shawn Shupert.

Motion to go out of Closed Session by Mr. Perches. 2<sup>nd</sup> by Mr. Decker. Motion carried.

Out of Closed Session: 6:11 pm

Motion to go into Open Session by Mr. Decker. 2<sup>nd</sup> by Mr. Newman- Motion carried.

Into Open Session: 6:11 pm

Roll Call: Danny Perches, Walt Newman, Trevor Crist, Darrell Decker

Mr. Crist advised the closed session included a personnel matter. A vote was taken to authorize Fire Chief Moore to manage the personnel matter up to and including termination. A closed session record was completed within 72 hours of this meeting and is on file.

**Adjournment:**

Mr. Crist moved to adjourn at 6:12 pm.

Approved by:

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Trevor Crist

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Darrell Decker

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Danny Perches

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Walt Newman



# **Battlefield Fire Protection District Battlefield Volunteer Fire Department**

## **November 2022 Regular Board Meeting Closed Session Minutes**



### **Closed Session Minutes:**

The Battlefield Fire Protection District Board of Directors met in closed session on November 8, 2022 during the November Regular Board Meeting. Chairman Trevor Crist declared the meeting was in closed session at 5:39 pm. A roll call was taken, and the following Board Members and staff were noted as present: Chairman Trevor Crist, Danny Perches, Walt Newman, Darrell Decker, Division Chief Steve Burr, Division Chief Shane Anderson, Fire Chief Scott Moore, and Administrative Assistant Shawn Shupert.

Chief Scott Moore advised the Board about multiple violations of District policy by a specific employee. The Board held discussion on the violations, asked about the District's disciplinary policy, and asked Chief Moore for his recommendations on addressing the violations. A motion was made by Mr. Decker to authorize Chief Moore to manage the personnel matter up to and including termination. 2<sup>nd</sup> by Mr. Perches. A roll call vote was take and the motion carried unanimously.

<u>Board Member</u>	<u>Vote</u>
Trevor Crist	Yes
Danny Perches	Yes
Walt Newman	Yes
Darrel Decker	Yes
Mark Pon	Absent

Mr. Perches made a motion to go out of closed session. 2<sup>nd</sup> by Mr. Decker. Motion carried.



# **Battlefield Fire Protection District Battlefield Volunteer Fire Department**

## **Minutes**

### **November 30, 2022 Special Board Meeting**



**Location of Meeting:**

Volt Credit Union  
Republic Road, Springfield, MO

**Time of Meeting:**

11:00 AM

**Date of Meeting:**

November 30, 2022

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 11:05 pm. A roll call was taken, and a quorum was established. Board Members present: Chairman Trevor Crist, Danny Perches, and Darrell Decker. Mark Pon was absent. Also present: Fire Chief Scott Moore, Deputy Chief Reynolds, Division Chief Shane Anderson, Division Chief Steven Burr, and Administrative Assistant Shawn Shupert.

Mr. Perches moved to approve the agenda, 2<sup>nd</sup> by Mr. Decker. Motion carried.

**Public Comments: None**

**Business:**

**1. 2023 Budget**

- a. Chief Moore provided a presentation to the board for the 2023 budget to be considered.

**2. 2023 Levy Discussion.**

- a. The purpose of the work session was for the Board and Staff to discuss the potential of placing a levy initiative on the ballot in 2023.

No votes, actions, or directives were created because of this work session.

**Adjournment:**

Mr. Newman moved to adjourn at 2:43 pm.

**Approved by:**

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Trevor Crist

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Darrell Decker

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Danny Perches

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Walter Newman

**Battlefield Fire Protection District**  
**Statement of Net Assets**  
As of November 30, 2022

2:02 PM

12/01/2022

Cash Basis

Nov 30, 22

**ASSETS**

Current Assets

Checking/Savings

1000 · OakStar - ICS	2,334,153.06
1005 · OakStar - Money Market	60,075.41
1025 · Oakstar - Operating	93,098.45
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,881,137.00

Total Checking/Savings	606,321.58
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Total Current Assets	606,321.58
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Fixed Assets

1505 · Office Equipment	2,474.87
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Total Fixed Assets	2,474.87
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<b>TOTAL ASSETS</b>	<b>608,796.45</b>
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**LIABILITIES & Revenue**

Revenue

3200 · Fund Balances

3100 · Restricted Fund - Operating	-700,000.00
3120 · Restricted Fund-Emergency Equip	-688,613.00
3140 · Restricted Fund - Bldg Reserve	-492,524.00
3200 · Fund Balances	2,487,239.86

Total 3200 · Unrestricted Fund Balances	606,102.86
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32000 · Retained Earnings	-604,693.29
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Net Revenue	607,386.88
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Total Revenue	608,796.45
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<b>TOTAL LIABILITIES &amp; Revenue</b>	<b>608,796.45</b>
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**Battlefield Fire Protection District**  
**Statement of Cash Flows**  
**November 2022**

2:01 PM

Cash Basis

	Nov 22	Oct 22	% Change
<b>Revenue</b>			
4000 · Revenue			
4005 · Tax Revenue	6,974.07	6,345.13	9.91%
4010 · Tax Interest Revenue	1,432.23	1,307.32	9.56%
4050 · Miscellaneous Revenue	10.00	0.00	100.0%
4060 · Interest Revenue	4,717.00	4,148.75	13.7%
4085 · Course Tuition (EMT)	0.00	750.00	-100.0%
<b>Total 4000 · Revenue</b>	<b>13,133.30</b>	<b>12,551.20</b>	<b>4.64%</b>
<b>Total Revenue</b>	<b>13,133.30</b>	<b>12,551.20</b>	<b>4.64%</b>
<b>Gross Profit</b>	<b>13,133.30</b>	<b>12,551.20</b>	<b>4.64%</b>
<b>Expense</b>			
5000 · Capital Expense			
5015 · Uniforms/PPE/Bunker Gear	554.65	0.00	100.0%
5030 · Information Technology	1,100.00	0.00	100.0%
5035 · Communications	0.00	372.96	-100.0%
5040 · Firefighting/EMS	6,250.16	3,844.19	62.59%
5052 · Fitness Equipment	0.00	4,668.98	-100.0%
<b>Total 5000 · Capital Expense</b>	<b>7,904.81</b>	<b>8,886.13</b>	<b>-11.04%</b>
6000 · Communications			
6003 · MDT/Cell Phones	822.79	925.70	-11.12%
6020 · Managed IT Service	1,575.00	750.00	110.0%
<b>Total 6000 · Communications</b>	<b>2,397.79</b>	<b>1,675.70</b>	<b>43.09%</b>
6100 · Insurance			
6115 · Commercial & Property	22,557.00	0.00	100.0%
6120 · Medical, Dental, Vision	22,044.54	18,180.07	21.26%
<b>Total 6100 · Insurance</b>	<b>44,601.54</b>	<b>18,180.07</b>	<b>145.33%</b>
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	5,126.33	6,933.39	-26.06%
6210 · Apparatus Repair	955.35	5,351.33	-82.15%
6215 · Stations & Buildings	258.59	293.67	-11.95%
6220 · Lawn Maintenance	765.00	0.00	100.0%
6225 · Equipment Maintenance	35.44	0.00	100.0%
6235 · Headquarters Maintenance	1,209.00	1,209.00	0.0%
6255 · Maintenance Shop Equipment	23.87	146.48	-83.7%
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>8,373.58</b>	<b>13,933.87</b>	<b>-39.91%</b>
6300 · Office/Stations			
6305 · Software Expense	5,196.00	0.00	100.0%
6315 · Accounting Fees	710.00	740.00	-4.05%
6330 · Subscriptions/Memberships	681.89	300.00	127.3%
<b>Total 6300 · Office/Stations</b>	<b>6,587.89</b>	<b>1,040.00</b>	<b>533.45%</b>
6400 · Training			

	<b>Nov 22</b>	<b>Oct 22</b>	<b>% Change</b>
6405 · EMT Course Expense	8,418.06	0.00	100.0%
6410 · Training Classes	0.00	1,483.91	-100.0%
6425 · Training Books	0.00	1,083.79	-100.0%
<b>Total 6400 · Training</b>	<b>8,418.06</b>	<b>2,567.70</b>	<b>227.84%</b>
<b>6500 · Legal</b>			
6525 · Cafeteria Pass Thru	127.22	127.22	0.0%
6535 · Attorney Fees	0.00	26.00	-100.0%
<b>Total 6500 · Legal</b>	<b>127.22</b>	<b>153.22</b>	<b>-16.97%</b>
<b>6600 · Salaries</b>			
6605 · District Personnel	156,304.42	146,735.43	6.52%
6610 · Board of Directors			
6612 · Chaplain Expense	72.85	143.76	-49.33%
6610 · Board of Directors - Other	933.33	533.33	75.0%
<b>Total 6610 · Board of Directors</b>	<b>1,006.18</b>	<b>677.09</b>	<b>48.6%</b>
6620 · Employer Payroll Taxes	2,272.80	2,130.13	6.7%
6625 · Lagers	15,284.28	16,434.34	-7.0%
6635 · Uniforms	2,655.95	751.78	253.29%
6640 · 457 Pass Thru	-3,373.67	0.00	-100.0%
6665 · Special Overtime	5,652.03	5,336.80	5.91%
6668 · Union Dues Passthrough	-154.65	-123.72	-25.0%
6675 · Background Check	166.34	155.52	6.96%
<b>Total 6600 · Salaries</b>	<b>179,813.68</b>	<b>172,097.37</b>	<b>4.48%</b>
<b>6700 · Medical</b>			
6710 · Employee Physicals/POET	2,704.34	3,145.31	-14.02%
<b>Total 6700 · Medical</b>	<b>2,704.34</b>	<b>3,145.31</b>	<b>-14.02%</b>
<b>6750 · Utilities</b>			
6755 · Water	171.70	167.70	2.39%
6760 · Sanitation	386.97	189.97	103.7%
6765 · Sewer	272.40	265.15	2.73%
6770 · Electric/Gas	3,418.18	1,971.88	73.35%
6775 · Internet/Phones/Cable	1,838.32	946.77	94.17%
<b>Total 6750 · Utilities</b>	<b>6,087.57</b>	<b>3,541.47</b>	<b>71.89%</b>
<b>6800 · Supplies</b>			
6810 · Public Relations/Outreach	844.77	451.24	87.21%
6820 · Fire & EMS Expendables	183.00	0.00	100.0%
6825 · Office Supplies	371.43	36.80	909.32%
6830 · Janitorial Supplies	153.98	210.19	-26.74%
6835 · Stations/Buildings Supplies	0.00	27.83	-100.0%
<b>Total 6800 · Supplies</b>	<b>1,553.18</b>	<b>726.06</b>	<b>113.92%</b>
<b>Total Expense</b>	<b>268,569.66</b>	<b>225,946.90</b>	<b>18.86%</b>
<b>Net Revenue</b>	<b>-255,436.36</b>	<b>-213,395.70</b>	<b>-19.7%</b>



**Battlefield Fire Protection District**  
**Statement of Activities**  
November 2022

2:02 PM  
12/01/2022  
Cash Basis

	Nov 22	Jan - Nov 22
<b>Revenue</b>		
4000 · Revenue		
4005 · Tax Revenue	6,974.07	3,545,113.95
4010 · Tax Interest Revenue	1,432.23	22,237.15
4050 · Miscellaneous Revenue	10.00	89,731.22
4060 · Interest Revenue	4,717.00	33,683.00
4085 · Course Tuition (EMT)	0.00	11,615.00
<b>Total 4000 · Revenue</b>	<b>13,133.30</b>	<b>3,702,380.32</b>
<b>Total Revenue</b>	<b>13,133.30</b>	<b>3,702,380.32</b>
<b>Gross Profit</b>	<b>13,133.30</b>	<b>3,702,380.32</b>
<b>Expense</b>		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	554.65	31,353.89
5020 · Building Lease	0.00	116,075.00
5030 · Information Technology	1,100.00	1,402.43
5035 · Communications	0.00	7,091.28
5040 · Firefighting/EMS	6,250.16	18,907.44
5052 · Fitness Equipment	0.00	5,175.48
<b>Total 5000 · Capital Expense</b>	<b>7,904.81</b>	<b>180,005.52</b>
6000 · Communications		
6003 · MDT/Cell Phones	822.79	10,505.56
6020 · Managed IT Service	1,575.00	9,075.00
<b>Total 6000 · Communications</b>	<b>2,397.79</b>	<b>19,580.56</b>
6100 · Insurance		
6110 · Workman's Compensation	0.00	180,038.00
6115 · Commercial & Property	22,557.00	84,826.00
6120 · Medical, Dental, Vision	22,044.54	225,034.57
6125 · FFAM Dues	0.00	4,960.00
<b>Total 6100 · Insurance</b>	<b>44,601.54</b>	<b>494,858.57</b>
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	5,126.33	53,659.08
6210 · Apparatus Repair	955.35	37,150.10
6215 · Stations & Buildings	258.59	9,511.27
6220 · Lawn Maintenance	765.00	6,912.13
6225 · Equipment Maintenance	35.44	3,579.78
6235 · Headquarters Maintenance	1,209.00	13,299.00
6250 · Ground/Aerial Ladder Testing	0.00	1,488.00
6255 · Maintenance Shop Equipment	23.87	1,455.38
6280 · SCBA Flow Testing	0.00	4,450.61
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>8,373.58</b>	<b>131,505.35</b>
6300 · Office/Stations		

	<b>Nov 22</b>	<b>Jan - Nov 22</b>
6305 · Software Expense	5,196.00	60,108.41
6315 · Accounting Fees	710.00	8,679.55
6325 · Postage/Shipping	0.00	390.97
6330 · Subscriptions/Memberships	681.89	6,219.79
6335 · Advertising/Printing/Postings	0.00	200.80
<b>Total 6300 · Office/Stations</b>	<b>6,587.89</b>	<b>75,599.52</b>
<b>6400 · Training</b>		
6405 · EMT Course Expense	8,418.06	11,802.56
6410 · Training Classes	0.00	32,151.66
6415 · Equipment	0.00	3,020.31
6425 · Training Books	0.00	2,913.53
<b>Total 6400 · Training</b>	<b>8,418.06</b>	<b>49,888.06</b>
<b>6500 · Legal</b>		
6510 · Audit Fees	0.00	5,650.00
6525 · Cafeteria Pass Thru	127.22	2,283.07
6535 · Attorney Fees	0.00	1,171.06
<b>Total 6500 · Legal</b>	<b>127.22</b>	<b>9,104.13</b>
<b>6600 · Salaries</b>		
6605 · District Personnel	156,304.42	1,745,197.33
6610 · Board of Directors		
6612 · Chaplain Expense	72.85	773.56
6610 · Board of Directors - Other	933.33	6,816.64
<b>Total 6610 · Board of Directors</b>	<b>1,006.18</b>	<b>7,590.20</b>
6620 · Employer Payroll Taxes	2,272.80	24,918.46
6625 · Lagers	15,284.28	210,140.29
6635 · Uniforms	2,655.95	8,891.49
6640 · 457 Pass Thru	-3,373.67	-6,911.33
6655 · Expense Account	0.00	2,087.88
6665 · Special Overtime	5,652.03	35,329.49
6668 · Union Dues Passthrough	-154.65	1,020.69
6675 · Background Check	166.34	2,136.11
<b>Total 6600 · Salaries</b>	<b>179,813.68</b>	<b>2,030,400.61</b>
<b>6700 · Medical</b>		
6710 · Employee Physicals/POET	2,704.34	26,268.33
<b>Total 6700 · Medical</b>	<b>2,704.34</b>	<b>26,268.33</b>
<b>6750 · Utilities</b>		
6755 · Water	171.70	1,483.80
6760 · Sanitation	386.97	3,195.99
6765 · Sewer	272.40	2,572.24
6770 · Electric/Gas	3,418.18	32,249.96
6775 · Internet/Phones/Cable	1,838.32	14,230.91
<b>Total 6750 · Utilities</b>	<b>6,087.57</b>	<b>53,732.90</b>
<b>6800 · Supplies</b>		
6810 · Public Relations/Outreach	844.77	11,697.78

	<b>Nov 22</b>	<b>Jan - Nov 22</b>
6815 · Logo Imprinted Supplies	0.00	577.95
6820 · Fire & EMS Expendables	183.00	2,988.07
6825 · Office Supplies	371.43	2,712.81
6830 · Janitorial Supplies	153.98	3,030.18
6835 · Stations/Buildings Supplies	0.00	1,816.12
<b>Total 6800 · Supplies</b>	<b>1,553.18</b>	<b>22,822.91</b>
6850 · Property Improvements		
6860 · Stations/Buildings	0.00	1,226.98
<b>Total 6850 · Property Improvements</b>	<b>0.00</b>	<b>1,226.98</b>
<b>Total Expense</b>	<b>268,569.66</b>	<b>3,094,993.44</b>
<b>Net Revenue</b>	<b>-255,436.36</b>	<b>607,386.88</b>

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
Nov 2022

	Annual Budget	Nov 22	% Received	Jan-Nov	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Revenue								
4000 · Revenue								
4005 · Tax Revenue	3,502,175.00	6,974.07	0.20%	3,545,113.95		101.23%	0.00	42,938.95
4010 · Tax Revenue Interest	10,000.00	1,432.23	14.32%	22,237.15		222.37%	0.00	12,237.15
4050 · Miscellaneous Revenue	0.00	10.00	0.00%	89,731.22		0.00%	0.00	89,731.22
4060 · Interest Revenue	25,000.00	4,717.00	18.87%	33,683.00		134.73%	0.00	4,715.65
4085 · Course Tuition (EMT)	12,500.00	0.00	0.00%	11,615.00		92.92%	885.00	-0.93
Total 4000 · Revenue	3,549,675.00	13,133.30	0.37%	3,702,380.32		104.30%	885.00	149,622.04
Expense								
			%Budget			%Budget Used	Balance	
5000 · Capital Expense	Annual Budget	Nov 22	Used in Nov	Jan-Nov	YTD	YTD	Available	Date Over
5015 · Uniforms/PPE/Bunker Gear	34,000.00	554.65	1.63%		31,353.89	92.22%	2,646.11	
5020 · Building Lease	104,050.00	0.00	0.00%		116,075.00	111.56%	-12,025.00	8/9/2022
5030 · Information Technology	10,000.00	1,100.00	11.00%		1,402.43	14.02%	8,597.57	
5035 · Communications	10,000.00	0.00	0.00%		7,091.28	70.91%	2,908.72	
5040 · Firefighting/EMS	50,000.00	6,250.16	12.50%		18,907.44	37.81%	31,092.56	
5052 · Fitness Equipment	5,700.00	0.00	0.00%		5,175.48	90.80%	524.52	
Total 5000 · Capital Expense	213,750.00	7,904.81	3.70%		180,005.52	84.21%	33,744.48	
6000 · Communications								
6003 · MDT/Cell Phones	12,000.00	822.79	6.86%		10,505.56	87.55%	1,494.44	
6020 · Managed IT Service	9,000.00	1,575.00	17.50%		9,075.00	100.83%	-75.00	12/13/2022
Total 6000 · Communications	21,000.00	2,397.79	11.42%		19,580.56	93.24%	1,419.44	
			%Budget			%Budget Used	Balance	
6100 · Insurance	Annual Budget	Nov 22	Used in Nov	Jan-Nov	YTD	YTD	Available	
6110 · Workman's Compensation	183,574.78	0.00	0.00%		180,038.00	98.07%	3,536.78	
6115 · Commercial & Property	77,958.00	22,557.00	28.93%		84,826.00	108.81%	-6,868.00	12/13/2022
6120 · Medical, Dental, Vision	257,007.00	22,044.54	8.58%		225,034.57	87.56%	31,972.43	
6125 · FFAM Dues	6,000.00	0.00	0.00%		4,960.00	82.67%	1,040.00	
Total 6100 · Insurance	524,539.78	44,601.54	8.50%		494,858.57	94.34%	29,681.21	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
 Nov 2022

	Annual Budget	Nov 22	% Received	Jan-Nov	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6200 · Maintenance &amp; Repairs</b>								
6205 · Gas/Diesel	42,000.00	5,126.33	12.21%	53,659.08	127.76%	-11,659.08	11/8/2022	
6210 · Apparatus Repair	45,000.00	955.35	2.12%	37,150.10	82.56%	7,849.90		
6215 · Stations & Buildings	27,000.00	258.59	0.96%	9,511.27	35.23%	17,488.73		
6220 · Lawn Maintenance	10,500.00	765.00	7.29%	6,912.13	65.83%	3,587.87		
6225 · Equipment Maintenance	8,500.00	35.44	0.42%	3,579.78	42.12%	4,920.22		
6235 · Headquarters Maintenance	15,000.00	1,209.00	8.06%	13,299.00	88.66%	1,701.00		
6250 · Ground/Aerial Ladder Testing	2,000.00	0.00	0.00%	1,488.00	74.40%	512.00		
6255 · Maintenance Shop Equipment	1,500.00	23.87	1.59%	1,455.38	97.03%	44.62		
6275 · Office Equipment	1,500.00	0.00	0.00%	0.00	0.00%	1,500.00		
6280 · SCBA Flow Testing	2,500.00	0.00	0.00%	4,450.61	178.02%	-1,950.61	6/14/2022	
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>155,500.00</b>	<b>8,373.58</b>	<b>5.38%</b>	<b>131,505.35</b>	<b>84.57%</b>	<b>23,994.65</b>		
<b>6300 · Office/Stations</b>								
6305 · Software Expense	43,300.00	5,196.00	12.00%	60,108.41	138.82%	-16,808.41	6/14/2022	
6315 · Accounting Fees	9,400.00	710.00	7.55%	8,679.55	92.34%	720.45		
6325 · Postage/Shipping	700.00	0.00	0.00%	390.97	55.85%	309.03		
6330 · Subscriptions/Memberships	8,500.00	681.89	8.02%	6,219.79	73.17%	2,280.21		
6335 · Advertising/Printing/Postings	1,000.00	0.00	0.00%	200.80	20.08%	799.20		
<b>Total 6300 · Office/Stations</b>	<b>62,900.00</b>	<b>6,587.89</b>	<b>10.47%</b>	<b>75,599.52</b>	<b>120.19%</b>	<b>-12,699.52</b>		
<b>6400 · Training</b>								
	<b>Annual Budget</b>	<b>Nov 22</b>	<b>% Budget Used in Nov</b>	<b>Jan-Nov</b>	<b>YTD</b>	<b>% Budget Used YTD</b>	<b>Balance Available</b>	
6405 · EMT Course Expense	2,000.00	8,418.06	420.90%	11,802.56	590.13%	-9,802.56	8/9/2022	
6410 · Training Classes	30,200.00	0.00	0.00%	32,151.66	106.46%	-1,951.66	10/14/2022	
6415 · Equipment	4,200.00	0.00	0.00%	3,020.31	71.91%	1,179.69		
6425 · Training Books	5,000.00	0.00	0.00%	2,913.53	58.27%	2,086.47		
<b>Total 6400 · Training</b>	<b>41,400.00</b>	<b>8,418.06</b>	<b>20.33%</b>	<b>49,888.06</b>	<b>120.50%</b>	<b>-8,488.06</b>		

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
Nov 2022

	Annual Budget	Nov 22	% Received	Jan-Nov	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6500 · Legal</b>								
6510 · Audit Fees	5,700.00	0.00	0.00%	5,650.00		99.12%	50.00	
6525 · Cafeteria Pass Thru	1,500.00	127.22	8.48%	2,283.07		152.20%	-783.07	
6535 · Attorney Fees	7,000.00	0.00	0.00%	1,171.06		16.73%	5,828.94	
<b>Total 6500 · Legal</b>	<b>14,200.00</b>	<b>127.22</b>	<b>0.90%</b>	<b>9,104.13</b>		<b>64.11%</b>	<b>5,095.87</b>	
<b>6600 · Salaries</b>								
6605 · District Personnel	1,995,739.00	156,304.42	7.83%	1,745,197.33		87.45%	250,541.67	
6610 · Board of Directors								
6612 · Chaplain Expense	2,000.00	72.85	3.64%	773.56		38.68%	1,226.44	
6610 · Board of Directors - Other	9,400.00	933.33	9.93%	6,816.64		72.52%	2,583.36	
<b>Total 6610 · Board of Directors</b>	<b>11,400.00</b>	<b>1,006.18</b>	<b>8.83%</b>	<b>7,590.20</b>		<b>66.58%</b>	<b>3,809.80</b>	
6620 · Employer Payroll Taxes	37,418.00	2,272.80	6.07%	24,918.46		66.59%	12,499.54	
6625 · Lagers	211,883.00	15,284.28	7.21%	210,140.29		99.18%	1,742.71	
6635 · Uniforms	13,000.00	2,655.95	20.43%	8,891.49		68.40%	4,108.51	
6640 · 457 Pass Thru	0.00	-3,373.67	0.00%	-6,911.33		0.00%	6,911.33	
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00		0.00%	500.00	
6655 · Expense Account	2,000.00	0.00	0.00%	2,087.88		104.39%	-87.88	10/14/2022
6665 · Special Overtime	35,000.00	5,652.03	16.15%	35,329.49		100.94%	-329.49	12/13/2022
6668 · Union Dues Pass Thru	0.00	-154.65	0.00%	1,020.69		0.00%	-1,020.69	
6675 · Background Check	2,000.00	166.34	8.32%	2,136.11		106.81%	-136.11	
<b>Total 6600 · Salaries</b>	<b>2,308,940.00</b>	<b>179,813.68</b>	<b>7.79%</b>	<b>2,030,400.61</b>		<b>87.94%</b>	<b>278,539.39</b>	
			<b>%Budget</b>			<b>%Budget Used</b>	<b>Balance</b>	
<b>6700 · Medical</b>	<b>Annual Budget</b>	<b>Nov 22</b>	<b>Used in Nov</b>	<b>Jan-Nov</b>	<b>YTD</b>	<b>YTD</b>	<b>Available</b>	
6710 · Employee Physicals/POET	27,500.00	2,704.34	9.83%	26,268.33		95.52%	1,231.67	
<b>Total 6700 · Medical</b>	<b>27,500.00</b>	<b>2,704.34</b>	<b>9.83%</b>	<b>26,268.33</b>		<b>95.52%</b>	<b>1,231.67</b>	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
Nov 2022

	Annual Budget	Nov 22	% Received	Jan-Nov YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6750 · Utilities</b>							
6755 · Water	2,250.00	171.70	7.63%	1,483.80	65.95%	766.20	
6760 · Sanitation	2,500.00	386.97	15.48%	3,195.99	127.84%	-695.99	10/14/2022
6765 · Sewer	3,000.00	272.40	9.08%	2,572.24	85.74%	427.76	
6770 · Electric/Gas	35,000.00	3,418.18	9.77%	32,249.96	92.14%	2,750.04	
6775 · Internet/Phones/Cable	14,000.00	1,838.32	13.13%	14,230.91	101.65%	-230.91	12/13/2022
<b>Total 6750 · Utilities</b>	<b>56,750.00</b>	<b>6,087.57</b>	<b>10.73%</b>	<b>53,732.90</b>	<b>94.68%</b>	<b>3,017.10</b>	
<b>6800 · Supplies</b>							
6810 · Public Relations/Outreach	13,000.00	844.77	6.50%	11,697.78	89.98%	1,302.22	
6815 · Logo Imprinted Supplies	2,000.00	0.00	0.00%	577.95	28.90%	1,422.05	
6820 · Fire & EMS Expendables	3,000.00	183.00	6.10%	2,988.07	99.60%	11.93	
6825 · Office Supplies	4,000.00	371.43	9.29%	2,712.81	67.82%	1,287.19	
6830 · Janitorial Supplies	3,000.00	153.98	5.13%	3,030.18	101.01%	-30.18	12/13/2022
6835 · Stations/Buildings Supplies	2,000.00	0.00	0.00%	1,816.12	90.81%	183.88	
<b>Total 6800 · Supplies</b>	<b>27,000.00</b>	<b>1,553.18</b>	<b>5.75%</b>	<b>22,822.91</b>	<b>84.53%</b>	<b>4,177.09</b>	
<b>6850 · Property Improvements</b>							
6860 · Stations/Buildings	10,000.00	0.00	0.00%	1,226.98	12.27%	8,773.02	
<b>Total 6850 · Property Improvements</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>1,226.98</b>	<b>12.27%</b>	<b>8,773.02</b>	
<b>Total Expense</b>	<b>3,463,479.78</b>	<b>268,569.66</b>	<b>7.75%</b>	<b>3,094,993.44</b>	<b>89.36%</b>	<b>381,985.06</b>	
<b>Net Revenue</b>	<b>86,195.22</b>	<b>-255,436.36</b>	<b>-296.35%</b>	<b>607,386.88</b>	<b>704.66%</b>	<b>-381,100.06</b>	
<b>Total Budget Amount</b>						<b>381,985.06</b>	
<b>Restricted Funds</b>							
<b>Operating Reserve</b>							
Emergency Equipment Reserve							
<b>Building Reserve</b>							
<b>Total Contingency Fund</b>							

Monthly Expenditures	YTD Expenditures
268,569.66	3,094,993.44

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
 January through November 2022

	<b>Name</b>	<b>Memo</b>
<b>4000 · Revenue</b>		
<b>4050 · Miscellaneous Revenue</b>		
	Ollis/Akers/Arney	policy change
	CITY OF SPRINGFIELD	Deposit
	CITY OF BATTLEFIELD	Software for policy manuals
	Dan Zacher	hoodie
	Shelter Mutual Ins.	Mike Jones Fire Report
	Greene County Treasurer	Financial Inst. Tax & Int 2021 incident report
	Wilma Breakbill	donation?
	Cox Health	overpmt on account 4856103
	LexisNexis	incident report
	Sentinel Emergency Solutions	should've paid Banner 12/2021 - Sentinel
	LOWE'S BUSINESS ACCT.	Deposit
	GovDeals	Deposit
	SEA, LTD	1793 S Farm Rd 123
	LexisNexis	Deposit
	GovDeals	Deposit
	Ozarks Technical Community College	Deposit
	GovDeals	Deposit
	Verizon Wireless	Deposit
	MO Fire & Ambulance District	Deposit
	GovDeals	Deposit
	GovDeals	Deposit
	GovDeals	Deposit
	GovDeals	Deposit
	Ewers Technology	Refund for canceled fire conference - W
	GovDeals	Deposit
	Ozarks Jeep Thing	donation
	GovDeals	Deposit
	GovDeals	Deposit
	Cedar Rapids Bank and Trust Company	bond overpayment
	GovDeals	Deposit
	LexisNexis	Deposit
Total 4050 · Miscellaneous Revenue		
Total 4000 · Revenue		
<b>TOTAL</b>		



**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
 January through November 2022

	<b>Paid Amount</b>
<b>4000 · Revenue</b>	
<b>4050 · Miscellaneous Revenue</b>	
	714.00
	7,007.86
	38,360.42
	20.00
	10.00
	702.78
	10.00
	50.00
	229.70
	10.00
	3,180.68
	7.57
	72.00
	10.00
	10.00
	1.00
	2,750.00
	35.00
	121.32
	21,177.00
	9.00
	186.00
	367.00
	164.50
	990.00
	191.00
	150.00
	235.00
	28.00
	12,025.00
	896.39
	10.00
Total 4050 · Miscellaneous Revenue	89,731.22
Total 4000 · Revenue	89,731.22
<b>TOTAL</b>	<b>89,731.22</b>

**Battlefield Volunteer Fire Department**  
**Statement of Net Assets**

As of November 30, 2022

Nov 30, 22

**ASSETS**

**Current Assets**

**Checking/Savings**

1050 · Oakstar Volunteer Account 5,504.21

**Total Checking/Savings** 5,504.21

**Total Current Assets** 5,504.21

**TOTAL ASSETS** 5,504.21

**LIABILITIES & Revenue**

**Revenue**

1110 · Retained Earnings 5,481.60

**Net Revenue** 22.61

**Total Revenue** 5,504.21

**TOTAL LIABILITIES & Revenue** 5,504.21

**Battlefield Volunteer Fire Department**  
**Statement of Net Activities**  
November 2022

	<u>Nov 22</u>
Ordinary Revenue/Expense	
Revenue	
4140 - Interest Revenue	2.03
Total Revenue	<u>2.03</u>
Net Ordinary Revenue	<u>2.03</u>
Net Revenue	<u><u>2.03</u></u>



## BATTLEFIELD FIRE PROTECTION DISTRICT

[www.battlefieldfire.com](http://www.battlefieldfire.com) 

4117 W. Second Street  
Battlefield, MO 65619

FAX: (417) 887-9914  
CELL: (417) 343-4504

PHONE: (417) 881-9018



### Administration – Chief Moore

- Most of the month was spent catching up on training and working on budget.
- Met with the Shop for the final meeting of the year and to review budget. No requests or actions from this meeting other than support for the Levy discussion.
- I reviewed and audited every employee evaluation. We have a lot of talented personnel!
- I applied for grant with the Department of Public Safety for portable radios. This grant is \$20,000 matching. We will look to take this from the equipment reserve.
- I will be applying for another IT Cyber Security grant through the Department of Public Safety. This grant is a 10% matching which the current IT line supports. The total request will be less than \$50,000.
- My family joined me in the 2<sup>nd</sup> Annual Battlefield Christmas Parade. We walked the three-block parade with Fire Pup.
- Chief Reynolds and I were recognized by the Ebenezer Fire District at their awards banquet for our work following their Line of Duty Death. This was a team effort we were honored to be a part of.

### Operations – Deputy Chief Reynolds

- Total calls for November = 205
  - 6 Building fires
  - Total Calls YTD = 1943
  - Through November 2021 = 2702
- Average Response Time for November = 5.64 minutes
  - Average Response Time YTD = 5.39 minutes
  - Target time is 7:00 minutes
- Turnout time for November = 1:16
  - Turnout time YTD = 1:22
  - Target time is 1:30
- Lexipol on-boarding:
  - We have sent out the first policies for review to the staff.
- 144812 (New Pumper).
  - A multiplex challenge has emerged. Engineers are working through it. The HVAC system is pulling more amps than it should which will not allow the transfer case to engage the pump.
  - Pre-con on 144813 will take place on December 6<sup>th</sup>.
  - Build time on new trucks not in queue is 810 days as of that meeting. We'll need to begin discussions on the next purchase.
- Advertising for bids for staff vehicles.
- Advertising for bids on radio equipment.
- Evaluations have been completed.
- Battalion Chief vacancy has been posted. Working with the training division on an assessment center for 2023. Also working through a new hiring process.
- Captain vacancy has been filled. Nate Lander has been promoted to Captain.



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### **Support Services – Division Chief Anderson (as of 11-30-22)**

#### **Community Risk Reduction Activities**

- Total people reached through social media, the District website and Google Business = 15,859
- Crews replaced 3 smoke alarm batteries for citizens.
- Hosted a CPR and First Aid class for nine local citizens.
- Assisted the Fire Academy with live burns and a BLS/CPR class.
- Assisted with Live Fire Instructor skills activities.
- Attended the District and Regional CRR meetings.
- Reviewed construction plans for a new business and new subdivision within District boundaries.
- Scheduled three interviews with KY3.
- Assisted Springfield Fire with conducting Fire Inspector I skills testing.

#### **Workers Compensation, Safety, and Human Resources**

- The District had two minor work comp claims for this period.
- Continued to monitor active work comp claims.
- Attended a meeting to discuss ancillary and work comp insurance rates for 2023.
- Attended the District Health and Wellness Committee meeting.
- Attended the District Safety Committee meeting
- Conducted and participated in ongoing HR training for our new Admin Assistant.
- Assisted with open enrollment for ancillary insurance coverage.

### **Training – Division Chief Burr**

- Training hours for November: 1,375 hours
  - YTD = 14,144 hours
    - YTD 2021 = 11,194 hours.
- The Recruit Academy is going well. They have their final skills evaluation scheduled for Friday the 15<sup>th</sup>.
- I taught a Live Fire Instructor course for several of our personnel. Everyone passed the course and is now eligible to obtain their state certification.
- I am continuing to work with OTC for the EMT class. They sent us some preliminary punch list items and we responded with ours. I hope to have more information for you at the January meeting.
- I am in the process of gathering updated pricing on PPE and SCBAs for a possible grant application.