



# **AGENDA**

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



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

**Tuesday, May 12, 2020**

**6:00 PM**

**Due to status of the District facilities by Procedure 212. The meeting will be held virtually and streamed online. Login access to the meeting may be obtained by contacting Chief Scott Moore at 417-881-9018.**

### **Preliminaries to the Meeting**

1. Call to Order
2. Roll Call
3. Establishment of a Quorum
4. Approval of the Meeting's Agenda

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

1. Correction of Minutes
2. Approval of Minutes

### **Financial Business**

1. 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 11<sup>th</sup> of May.

### **Unfinished Business**

1. Policy Updates – Tabled
2. Strategic Plan – Tabled

### **New Business**

1. Property at 5520 S Main St.
2. 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: 5/8/2020 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.**

\_\_\_\_\_ 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, 2020

Board Members Present: President Trevor Crist, Walt Newman, Danny Perches and Shana Jahnke were present via Zoom online meeting and broadcasted live via Facebook.

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by President Trevor Crist at 6:00pm. A roll call was taken, and a quorum was established.

Mr. Newman moved to approve agenda as presented. Mrs. Jahnke seconded. All voted aye.

Mrs. Jahnke moved to approve March's Board Meeting minutes, with correction of removing Mr. Perches name and changing it to Mr. Newman, for opening session. Mr. Perches seconded. All voted aye.

### **Financial Report:**

Chief Scott Moore discussed March's financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,438.57. Battlefield Fire Protection District total of cash assets \$ 2,601,841.45. ICS \$ 4,094,309.52 and Money Market \$ 58,440.59. Chief Moore advised all accounts have been reconciled.

Expenses have gone down slightly this last month, relating to COVID 19 changes.

Line item 4085 reflects \$300 revenue for an EMT refresher course that has since been postponed. The individuals will either be getting reimbursed or money will be held for rescheduled date, to come later.

Chief Moore advised that February financials have been corrected and any issues have since been resolved. Mr. Newman motioned to approve financials for both February and March. Mrs. Jahnke seconded, all voted aye.

**Public Comments:**

None

**Unfinished Business:**

Strategic plan and policy updates are still being worked on, however due to current circumstances they are being put on hold until the board can meet face-to-face to be presented paper documents and discussed in person.

**New Business:****General Overview:**

Chief Moore and Deputy Chief Reynolds discussed the call times and statistics for the month. Responses have been adjusted due to COVID 19. We have scaled back on calls with EMS, we are still readily available if needed, but trying to limit our exposure. We currently have a single unit response team for medicals calls as well.

We now have a procedure in place, 212 for Pandemic Response.

We have begun getting several requests involved in drive-by birthday parades, it is a way to stay social but remain at a distance.

Graduation for Fire Academy has been postponed, due to no testing available at this time. The recruits have been placed at stations. The crew is staying busy with training hours. Firefighter Hinkle, Owens and Siebert have passed their probationary task books. We are waiting for state level exams to be able to finalize testing.

There was lightening damage to some IT equipment last week, that is slowly being restored. Some new monitors had to be purchased.

Hiring of Division Chief positions are being postponed for the current time being.

Following up with the fire at rental property, the claim has been started. Contractors and subcontractors are being met with.

Angela's employment has been extended; date is undetermined at this time.

Mr. Newman moved to adjourn at 6:45 PM

Approved by:

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Trevor Crist

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Darrell Decker

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Walt Newman

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Danny Perches

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Shana Jahnke

Battlefield Volunteer Fire Department  
Statement of Net Activities  
April 2020

	<u>Apr 20</u>
Ordinary Revenue/Expense	
Revenue	
4140 - Interest Revenue	2.00
Total Revenue	<u>2.00</u>
Net Ordinary Revenue	<u>2.00</u>
Net Revenue	<u><u>2.00</u></u>

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

**As of April 30, 2020**  
**Apr 30, 20**

**ASSETS**

**Current Assets**

**Checking/Savings**

1050 - Oakstar Volunteer Account 5,440.57

Total Checking/Savings 5,440.57

Total Current Assets 5,440.57

**TOTAL ASSETS 5,440.57**

**LIABILITIES & Revenue**

**Revenue**

1110 - Retained Earnings 5,428.69

Net Revenue 11.88

Total Revenue 5,440.57

**TOTAL LIABILITIES & Revenue 5,440.57**

**Battlefield Fire Protection District**  
**Statement of Activities**  
April 2020

8:31 AM  
05/07/2020  
Cash Basis

	<b>Apr 20</b>	<b>Jan - Apr 20</b>
<b>Revenue</b>		
<b>4000 · Revenue</b>		
4005 · Tax Revenue	17,676.10	2,901,692.94
4010 · Tax Interest Revenue	1,670.05	6,513.64
4020 · Rental Revenue	0.00	1,107.72
4040 · Vending Receipts	0.00	112.01
4050 · Miscellaneous Revenue	158,527.56	184,051.36
4060 · Interest Revenue	2,571.40	20,825.20
4085 · Course Tuition (EMT)	0.00	300.00
<b>Total 4000 · Revenue</b>	<b>180,445.11</b>	<b>3,114,602.87</b>
<b>Total Revenue</b>	<b>180,445.11</b>	<b>3,114,602.87</b>
<b>Gross Profit</b>	<b>180,445.11</b>	<b>3,114,602.87</b>
<b>Expense</b>		
<b>5000 · Capital Expense</b>		
5015 · Uniforms/PPE/Bunker Gear	0.00	2,958.21
5020 · Building Lease	0.00	14,543.75
5022 · Aerial Apparatus Lease	0.00	26,911.81
5030 · Information Technology	1,279.49	1,485.75
5035 · Communications	34.98	64.94
5040 · Firefighting/EMS	1,049.98	3,865.26
5052 · Fitness Equipment	0.00	450.00
5055 · Vehicles	234.79	234.79
<b>Total 5000 · Capital Expense</b>	<b>2,599.24</b>	<b>50,514.51</b>
<b>6000 · Communications</b>		
6003 · MDT/Cell Phones	656.54	2,463.26
<b>Total 6000 · Communications</b>	<b>656.54</b>	<b>2,463.26</b>
<b>6100 · Insurance</b>		
6110 · Workman's Compensation	0.00	174,768.00
6115 · Commercial & Property	0.00	17,729.00
6120 · Medical, Dental, Vision	19,705.35	87,804.64
<b>Total 6100 · Insurance</b>	<b>19,705.35</b>	<b>280,301.64</b>
<b>6200 · Maintenance &amp; Repairs</b>		
6205 · Gas/Diesel	3,265.40	13,869.70
6210 · Apparatus Repair	6,590.62	24,434.35
6215 · Stations & Buildings	84.64	2,801.91
6220 · Lawn Maintenance	0.00	1,780.00
6225 · Equipment Maintenance	182.90	734.53
6235 · Headquarters Maintenance	1,277.02	5,065.61
6255 · Maintenance Shop Equipment	25.97	917.05
6275 · Office Equipment	0.00	125.88
6280 · SCBA Flow Testing	86.00	86.00

	<b>Apr 20</b>	<b>Jan - Apr 20</b>
<b>Total 6200 · Maintenance &amp; Repairs</b>	11,512.55	49,815.03
<b>6300 · Office/Stations</b>		
6305 · Software Expense	0.00	8,497.50
6315 · Accounting Fees	770.00	3,579.30
6325 · Postage/Shipping	67.80	252.35
6330 · Subscriptions/Memberships	0.00	1,329.00
<b>Total 6300 · Office/Stations</b>	837.80	13,658.15
<b>6400 · Training</b>		
6410 · Training Classes	-91.94	10,441.03
6415 · Equipment	28.69	1,103.58
6425 · Training Books	0.00	1,125.00
<b>Total 6400 · Training</b>	-63.25	12,669.61
<b>6500 · Legal</b>		
6525 · Cafeteria Plan	-7.76	-430.73
6535 · Attorney Fees	0.00	1,880.50
<b>Total 6500 · Legal</b>	-7.76	1,449.77
<b>6600 · Salaries</b>		
6605 · District Personnel	138,825.97	639,141.87
6610 · Board of Directors		
6612 · Chaplain Expense	89.48	447.64
6610 · Board of Directors - Other	300.00	2,099.99
<b>Total 6610 · Board of Directors</b>	389.48	2,547.63
6620 · Employer Payroll Taxes	1,970.23	9,143.64
6625 · Lagers	43,835.15	81,623.21
6635 · Uniforms	663.72	7,682.76
6640 · 457 Plan Employer Match	0.00	-3,336.55
6655 · Expense Account	0.00	101.99
6665 · Special Overtime	977.76	17,690.86
6668 · Union Dues Expense	-1,608.36	-989.76
<b>Total 6600 · Salaries</b>	185,053.95	753,605.65
<b>6700 · Medical</b>		
6710 · Employee Physicals/POET	0.00	2,023.92
<b>Total 6700 · Medical</b>	0.00	2,023.92
<b>6750 · Utilities</b>		
6755 · Water	93.09	453.22
6760 · Sanitation	197.28	678.12
6765 · Sewer	175.90	831.04
6770 · Electric/Gas	2,334.62	10,754.12
6775 · Internet/Phones/Cable	1,149.39	4,452.08
<b>Total 6750 · Utilities</b>	3,950.28	17,168.58
<b>6800 · Supplies</b>		
6810 · Public Relations/Outreach	0.00	7,575.01
6815 · Logo Imprinted Supplies	49.00	98.00
6820 · Fire & EMS Expendables	393.30	1,686.88



	<b>Apr 20</b>	<b>Jan - Apr 20</b>
6825 · Office Supplies	420.33	620.93
6830 · Janitorial Supplies	234.61	564.96
6835 · Stations/Buildings Supplies	13.23	331.54
<b>Total 6800 · Supplies</b>	<b>1,110.47</b>	<b>10,877.32</b>
<b>Total Expense</b>	<b>225,355.17</b>	<b>1,194,547.44</b>
<b>Net Revenue</b>	<b>-44,910.06</b>	<b>1,920,055.43</b>

**Battlefield Fire Protection District**  
**Statement of Net Assets**  
As of April 30, 2020

8:32 AM

05/07/2020

Cash Basis

Apr 30, 20

**ASSETS**

**Current Assets**

**Checking/Savings**

1000 · OakStar - ICS	4,044,505.22
1005 · OakStar - Money Market	58,476.51
1025 · Oakstar - Operating	109,290.68
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,636,699.00

**Total Checking/Savings** 2,575,705.07

**Total Current Assets** 2,575,705.07

**Fixed Assets**

1504 · Fire Fighting Equipment	219.80
1505 · Office Equipment	512.10

**Total Fixed Assets** 731.90

**TOTAL ASSETS** 2,576,436.97

**LIABILITIES & Revenue**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 · Accounts Payable	-100.00
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**Total Accounts Payable** -100.00

**Total Current Liabilities** -100.00

**Total Liabilities** -100.00

**Revenue**

**3200 · Fund Balances**

3100 · Restricted Fund - Operating	-689,692.00
3120 · Restricted Fund-Emergency Equip	-503,937.00
3140 · Restricted Fund - Bldg Reserve	-443,070.00
3200 · Fund Balances	2,487,239.86

**Total 3200 · Unrestricted Fund Balances** 850,540.86

**32000 · Retained Earnings** -194,059.32

**Net Revenue** 1,920,055.43

**Total Revenue** 2,576,536.97

**TOTAL LIABILITIES & Revenue** 2,576,436.97

**Battlefield Fire Protection District**  
**Statement of Cash Flows**  
April 2020

8:32 AM

Cash Basis

	Apr 20	Mar 20	% Change
<b>Revenue</b>			
<b>4000 · Revenue</b>			
4005 · Tax Revenue	17,676.10	37,562.63	-52.94%
4010 · Tax Interest Revenue	1,670.05	2,109.73	-20.84%
4020 · Rental Revenue	0.00	184.62	-100.0%
4050 · Miscellaneous Revenue	158,527.56	3,740.45	4,138.2%
4060 · Interest Revenue	2,571.40	4,739.62	-45.75%
4085 · Course Tuition (EMT)	0.00	300.00	-100.0%
<b>Total 4000 · Revenue</b>	<b>180,445.11</b>	<b>48,637.05</b>	<b>271.0%</b>
<b>Total Revenue</b>	<b>180,445.11</b>	<b>48,637.05</b>	<b>271.0%</b>
<b>Gross Profit</b>	<b>180,445.11</b>	<b>48,637.05</b>	<b>271.0%</b>
<b>Expense</b>			
<b>5000 · Capital Expense</b>			
5015 · Uniforms/PPE/Bunker Gear	0.00	2,794.95	-100.0%
5030 · Information Technology	1,279.49	0.00	100.0%
5035 · Communications	34.98	0.00	100.0%
5040 · Firefighting/EMS	1,049.98	2,707.37	-61.22%
5055 · Vehicles	234.79	0.00	100.0%
<b>Total 5000 · Capital Expense</b>	<b>2,599.24</b>	<b>5,502.32</b>	<b>-52.76%</b>
<b>6000 · Communications</b>			
6003 · MDT/Cell Phones	656.54	610.65	7.52%
<b>Total 6000 · Communications</b>	<b>656.54</b>	<b>610.65</b>	<b>7.52%</b>
<b>6100 · Insurance</b>			
6120 · Medical, Dental, Vision	19,705.35	22,536.86	-12.56%
<b>Total 6100 · Insurance</b>	<b>19,705.35</b>	<b>22,536.86</b>	<b>-12.56%</b>
<b>6200 · Maintenance &amp; Repairs</b>			
6205 · Gas/Diesel	3,265.40	2,055.86	58.83%
6210 · Apparatus Repair	6,590.62	16,329.74	-59.64%
6215 · Stations & Buildings	84.64	317.42	-73.34%
6225 · Equipment Maintenance	182.90	0.00	100.0%
6235 · Headquarters Maintenance	1,277.02	1,209.00	5.63%
6255 · Maintenance Shop Equipment	25.97	59.70	-56.5%
6280 · SCBA Flow Testing	86.00	0.00	100.0%
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>11,512.55</b>	<b>19,971.72</b>	<b>-42.36%</b>
<b>6300 · Office/Stations</b>			
6315 · Accounting Fees	770.00	710.00	8.45%
6325 · Postage/Shipping	67.80	100.80	-32.74%
6330 · Subscriptions/Memberships	0.00	159.00	-100.0%
<b>Total 6300 · Office/Stations</b>	<b>837.80</b>	<b>969.80</b>	<b>-13.61%</b>
<b>6400 · Training</b>			
6410 · Training Classes	-91.94	2,006.27	-104.58%

	<b>Apr 20</b>	<b>Mar 20</b>	<b>% Change</b>
6415 · Equipment	28.69	586.10	-95.11%
<b>Total 6400 · Training</b>	<b>-63.25</b>	<b>2,592.37</b>	<b>-102.44%</b>
<b>6500 · Legal</b>			
6525 · Cafeteria Plan	-7.76	330.67	-102.35%
<b>Total 6500 · Legal</b>	<b>-7.76</b>	<b>330.67</b>	<b>-102.35%</b>
<b>6600 · Salaries</b>			
6605 · District Personnel	138,825.97	140,471.72	-1.17%
6610 · Board of Directors			
6612 · Chaplain Expense	89.48	179.04	-50.02%
6610 · Board of Directors - Other	300.00	533.33	-43.75%
<b>Total 6610 · Board of Directors</b>	<b>389.48</b>	<b>712.37</b>	<b>-45.33%</b>
6620 · Employer Payroll Taxes	1,970.23	2,087.83	-5.63%
6625 · Lagers	43,835.15	-5,228.71	938.36%
6635 · Uniforms	663.72	1,380.34	-51.92%
6640 · 457 Plan Employer Match	0.00	0.00	0.0%
6655 · Expense Account	0.00	19.18	-100.0%
6665 · Special Overtime	977.76	8,329.82	-88.26%
6668 · Union Dues Expense	-1,608.36	-494.88	-225.0%
<b>Total 6600 · Salaries</b>	<b>185,053.95</b>	<b>147,277.67</b>	<b>25.65%</b>
<b>6700 · Medical</b>			
6710 · Employee Physicals/POET	0.00	385.00	-100.0%
<b>Total 6700 · Medical</b>	<b>0.00</b>	<b>385.00</b>	<b>-100.0%</b>
<b>6750 · Utilities</b>			
6755 · Water	93.09	187.58	-50.37%
6760 · Sanitation	197.28	382.20	-48.38%
6765 · Sewer	175.90	501.58	-64.93%
6770 · Electric/Gas	2,334.62	2,612.10	-10.62%
6775 · Internet/Phones/Cable	1,149.39	1,414.28	-18.73%
<b>Total 6750 · Utilities</b>	<b>3,950.28</b>	<b>5,097.74</b>	<b>-22.51%</b>
<b>6800 · Supplies</b>			
6810 · Public Relations/Outreach	0.00	901.55	-100.0%
6815 · Logo Imprinted Supplies	49.00	0.00	100.0%
6820 · Fire & EMS Expendables	393.30	639.67	-38.52%
6825 · Office Supplies	420.33	70.13	499.36%
6830 · Janitorial Supplies	234.61	0.00	100.0%
6835 · Stations/Buildings Supplies	13.23	62.31	-78.77%
<b>Total 6800 · Supplies</b>	<b>1,110.47</b>	<b>1,673.66</b>	<b>-33.65%</b>
<b>Total Expense</b>	<b>225,355.17</b>	<b>206,948.46</b>	<b>8.89%</b>
<b>Net Revenue</b>	<b>-44,910.06</b>	<b>-158,311.41</b>	<b>71.63%</b>

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### April 2020

	Annual Budget	Apr 20	% Received	Jan - Apr YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>Revenue</b>							
<b>4000 · Revenue</b>							
4005 · Tax Revenue	3,483,121.00	17,676.10	0.51%	2,901,692.94	83.31%	581,428.06	0.00
4010 · Tax Revenue Interest	20,000.00	1,670.05	8.35%	6,513.64	32.57%	13,486.36	0.00
4020 · Rental Revenue	0.00	0.00	0.00%	1,107.72	0.00%	0.00	1,107.72
4040 · Vending Receipts	0.00	0.00	0.00%	112.01	0.00%	0.00	112.01
4050 · Miscellaneous Revenue	0.00	158,527.56	0.00%	184,051.36	0.00%	0.00	184,051.36
4060 · Interest Revenue	65,000.00	2,571.40	0.00%	20,825.20	0.00%	44,174.80	0.00
4085 · Course Tuition (EMT)	12,500.00	0.00	0.00%	300.00	2.40%	12,200.00	0.00
<b>Total 4000 · Revenue</b>	<b>3,580,621.00</b>	<b>180,445.11</b>	<b>5.04%</b>	<b>3,114,602.87</b>	<b>86.98%</b>	<b>651,289.22</b>	<b>185,271.09</b>
<b>Expense</b>							
<b>5000 · Capital Expense</b>							
	Annual Budget	Apr 20	%Budget Used in Apr	Jan - Apr YTD	%Budget Used YTD	Balance Available	
5015 · Uniforms/PPE/Bunker Gear	30,000.00	0.00	0.00%	2,958.21	9.86%	27,041.79	
5020 · Building Lease	106,525.00	0.00	0.00%	14,543.75	13.65%	91,981.25	
5022 · Aerial Apparatus Lease	108,807.00	0.00	0.00%	26,911.81	24.73%	81,895.19	
5030 · Information Technology	18,000.00	1,279.49	7.11%	1,485.75	8.25%	16,514.25	
5035 · Communications	5,000.00	34.98	0.70%	64.94	1.30%	4,935.06	
5040 · Firefighting/EMS	43,000.00	1,049.98	2.44%	3,865.26	8.99%	39,134.74	
5052 · Fitness Equipment	5,000.00	0.00	0.00%	450.00	9.00%	4,550.00	
5055 · Vehicles	10,000.00	234.79	2.35%	234.79	2.35%	9,765.21	
<b>Total 5000 · Capital Expense</b>	<b>326,332.00</b>	<b>2,599.24</b>	<b>0.80%</b>	<b>50,514.51</b>	<b>15.48%</b>	<b>275,817.49</b>	
<b>6000 · Communications</b>							
6003 · MDT/Cell Phones	18,000.00	656.54	3.65%	2,463.26	13.68%	15,536.74	
6015 · Consulting Fee	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
<b>Total 6000 · Communications</b>	<b>20,000.00</b>	<b>656.54</b>	<b>3.28%</b>	<b>2,463.26</b>	<b>12.32%</b>	<b>17,536.74</b>	

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

April 2020

	Annual Budget	Apr 20	% Received	Jan - Apr YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6100 · Insurance</b>							
6110 · Workman's Compensation	174,768.30	0.00	0.00%	174,768.00	100.00%	0.30	
6115 · Commercial & Property	70,912.00	0.00	0.00%	17,729.00	25.00%	53,183.00	
6120 · Medical, Dental, Vision	258,568.00	19,705.35	7.62%	87,804.64	33.96%	170,763.36	
6125 · FFAM Dues	5,000.00	0.00	0.00%	0.00	0.00%	5,000.00	
<b>Total 6100 · Insurance</b>	<b>509,248.30</b>	<b>19,705.35</b>	<b>3.87%</b>	<b>280,301.64</b>	<b>55.04%</b>	<b>228,946.66</b>	
<b>6200 · Maintenance &amp; Repairs</b>							
6205 · Gas/Diesel	50,000.00	3,265.40	6.53%	13,869.70	27.74%	36,130.30	
6210 · Apparatus Repair	45,000.00	6,590.62	14.65%	24,434.35	54.30%	20,565.65	
6215 · Stations & Buildings	35,000.00	84.64	0.24%	2,801.91	8.01%	32,198.09	
6220 · Lawn Maintenance	11,500.00	0.00	0.00%	1,780.00	15.48%	9,720.00	
6225 · Equipment Maintenance	10,000.00	182.90	1.83%	734.53	7.35%	9,265.47	
6235 · Headquarters Maintenance	15,000.00	1,277.02	8.51%	5,065.61	33.77%	9,934.39	
6250 · Ground/Aerial Ladder Testing	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
6255 · Maintenance Shop Equipment	1,500.00	25.97	1.73%	917.05	61.14%	582.95	
6275 · Office Equipment	2,000.00	0.00	0.00%	125.88	6.29%	1,874.12	
6280 · SCBA Flow Testing	2,500.00	86.00	3.44%	86.00	3.44%	2,414.00	
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>174,500.00</b>	<b>11,512.55</b>	<b>6.60%</b>	<b>49,815.03</b>	<b>28.55%</b>	<b>124,684.97</b>	
<b>6300 · Office/Stations</b>							
6305 · Software Expense	23,300.00	0.00	0.00%	8,497.50	36.47%	14,802.50	
6315 · Accounting Fees	9,300.00	770.00	8.28%	3,579.30	38.49%	5,720.70	
6325 · Postage/Shipping	700.00	67.80	9.69%	252.35	36.05%	447.65	
6330 · Subscriptions/Memberships	9,000.00	0.00	0.00%	1,329.00	14.77%	7,671.00	
6335 · Advertising/Printing/Postings	1,500.00	0.00	0.00%	0.00	0.00%	1,500.00	
<b>Total 6300 · Office/Stations</b>	<b>43,800.00</b>	<b>837.80</b>	<b>1.91%</b>	<b>13,658.15</b>	<b>31.18%</b>	<b>30,141.85</b>	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
April 2020

	Annual Budget	Apr 20	% Received	Jan - Apr YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6400 · Training</b>							
6405 · EMT Course Expense	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
6410 · Training Classes	30,200.00	-91.94	-0.30%	10,441.03	34.57%	19,758.97	
6415 · Equipment	4,200.00	28.69	0.68%	1,103.58	26.28%	3,096.42	
6425 · Training Books	5,000.00	0.00	0.00%	1,125.00	22.50%	3,875.00	
<b>Total 6400 · Training</b>	<b>41,400.00</b>	<b>-63.25</b>	<b>-0.15%</b>	<b>12,669.61</b>	<b>30.60%</b>	<b>28,730.39</b>	
<b>6500 · Legal</b>							
6510 · Audit Fees	9,700.00	0.00	0.00%	0.00	0.00%	9,700.00	
6525 · Cafeteria Account	1,500.00	-7.76	-0.52%	-430.73	-28.72%	1,930.73	
6530 · Elections	15,000.00	0.00	0.00%	0.00	0.00%	15,000.00	
6535 · Attorney Fees	5,000.00	0.00	0.00%	1,880.50	37.61%	3,119.50	
6538 · Medical Director	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
<b>Total 6500 · Legal</b>	<b>33,200.00</b>	<b>-7.76</b>	<b>-0.02%</b>	<b>1,449.77</b>	<b>4.37%</b>	<b>31,750.23</b>	
<b>6600 · Salaries</b>							
6605 · District Personnel	1,887,443.00	138,825.97	7.36%	639,141.87	33.86%	1,248,301.13	
6610 · Board of Directors							
6612 · Chaplain Expense	2,000.00	89.48	4.47%	447.64	22.38%	1,552.36	
6610 · Board of Directors - Other	9,400.00	300.00	3.19%	2,099.99	22.34%	7,300.01	
<b>Total 6610 · Board of Directors</b>	<b>11,400.00</b>	<b>389.48</b>	<b>3.42%</b>	<b>2,547.63</b>	<b>22.35%</b>	<b>8,852.37</b>	
6620 · Employer Payroll Taxes	41,670.00	1,970.23	4.73%	9,143.64	21.94%	32,526.36	
6625 · Lagers	220,042.00	43,835.15	19.92%	81,623.21	37.09%	138,418.79	
6635 · Uniforms	13,000.00	663.72	5.11%	7,682.76	59.10%	5,317.24	
6640 · 457 Plan Employer Match		0.00	0.00%	-3,336.55	0.00%	3,336.55	
6650 · Miscellaneous Board Expense	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	
6655 · Expense Account	2,000.00	0.00	0.00%	101.99	5.10%	1,898.01	
6665 · Special Overtime	45,000.00	977.76	2.17%	17,690.86	39.31%	27,309.14	
6668 · Union Dues Expense		-1,608.36	0.00%	-989.76	0.00%	989.76	
6675 · Background Check	1,500.00	0.00	0.00%	0.00	0.00%	1,500.00	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
April 2020

	Annual Budget	Apr 20	% Received	Jan - Apr YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Total 6600 · Salaries	2,223,055.00	185,053.95	8.32%	753,605.65	33.90%	1,469,449.35	



# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### April 2020

	Annual Budget	Apr 20	% Received	Jan - Apr YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6700 · Medical</b>							
6710 · Employee Physicals/POET	27,500.00	0.00	0.00%	2,023.92	7.36%	25476.08	
<b>Total 6700 · Medical</b>	27,500.00	0.00	0.00%	2,023.92	7.36%	25,476.08	
<b>6750 · Utilities</b>							
6755 · Water	3,000.00	93.09	3.10%	453.22	15.11%	2,546.78	
6760 · Sanitation	2,500.00	197.28	7.89%	678.12	27.12%	1,821.88	
6765 · Sewer	3,000.00	175.90	5.86%	831.04	27.70%	2,168.96	
6770 · Electric/Gas	36,000.00	2,334.62	6.49%	10,754.12	29.87%	25,245.88	
6775 · Internet/Phones/Cable	12,000.00	1,149.39	9.58%	4,452.08	37.10%	7,547.92	
<b>Total 6750 · Utilities</b>	56,500.00	3,950.28	6.99%	17,168.58	30.39%	39,331.42	
<b>6800 · Supplies</b>							
6810 · Public Relations/Outreach	13,250.00	0.00	0.00%	7,575.01	57.17%	5,674.99	
6815 · Logo Imprinted Supplies	2,500.00	49.00	1.96%	98.00	3.92%	2,402.00	
6820 · Fire & EMS Expendables	4,000.00	393.30	9.83%	1,686.88	42.17%	2,313.12	
6825 · Office Supplies	4,000.00	420.33	10.51%	620.93	15.52%	3,379.07	
6830 · Janitorial Supplies	4,000.00	234.61	5.87%	564.96	14.12%	3,435.04	
6835 · Stations/Buildings Supplies	2,500.00	13.23	0.53%	331.54	13.26%	2,168.46	
6840 · Vending Machine Expense	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
<b>Total 6800 · Supplies</b>	32,250.00	1,110.47	3.44%	10,877.32	33.73%	21,372.68	
<b>6850 · Property Improvements</b>							
6855 · Rental Property	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	
6860 · Stations/Buildings	10,000.00	0.00	0.00%	0.00	0.00%	10,000.00	
<b>Total 6850 · Property Improvements</b>	11,000.00	0.00	0.00%	0.00	0.00%	11,000.00	
<b>Total Expense</b>	3,498,785.30	225,355.17	6.44%	1,194,547.44	34.14%	2,275,596.01	
<b>Net Revenue</b>	<b>81,835.70</b>	<b>-44,910.06</b>	<b>-54.88%</b>	<b>1,920,055.43</b>	<b>2346.23%</b>	<b>-1,624,306.79</b>	

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
225,355.17	1,194,547.44

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
 January through April 2020

	<u>Type</u>	<u>Date</u>	<u>Num</u>
4000 · Revenue			
4050 · Miscellaneous Revenue			
	Deposit	01/14/2020	2391
	Deposit	01/21/2020	7373
	Deposit	01/21/2020	
	Deposit	02/04/2020	932469561
	Deposit	02/04/2020	2366
	Deposit	02/11/2020	456021
	Deposit	02/11/2020	5087
	Deposit	02/11/2020	376234
	Deposit	02/11/2020	44245
	Deposit	02/18/2020	8232
	Deposit	02/18/2020	26530
	Deposit	03/03/2020	525847
	Deposit	03/17/2020	41286
	Deposit	03/17/2020	33840
	Deposit	03/24/2020	982790162
	Deposit	03/24/2020	984986961
	Deposit	03/24/2020	8542533
	Deposit	04/21/2020	
	Deposit	04/28/2020	528562
Total 4050 · Miscellaneous Revenue			
Total 4000 · Revenue			
<b>TOTAL</b>			

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
 January through April 2020

	<b>Name</b>	<b>Memo</b>	<b>Clr</b>
4000 · Revenue			
4050 · Miscellaneous Revenue			
	ROY KIRBY	Cobra	
	J Bruce Vanderhoof	Deposit	
		Deposit	
	LexisNexis	incident report	
	FIRE FIGHTERS ASSOC. OF MO	overpmt on membership	
	CITY OF SPRINGFIELD	Annexations 2020	
	Debbie Sheehan	In memory of Roy Kirby	
	Ozarks Technical Community College	Firefighter class	
	Greene County Treasurer	Financial tax & interest	
	WALTER V. NEWMAN	Roy Kirby fund	
	Barry Lawrence County Ambulance District	Roy Kirby fund	
	VFIS	Deposit	
	Logan-Rogersville Fire Prot. District	EMT refresher C. Wilder	
	Vision Service Plan	refund check	
	LexisNexis	Deposit	
	LexisNexis	Deposit	
	United Health Care	Deposit	
		Roy Kirby fund	
	VFIS	Fire damage to dwelling	
Total 4050 · Miscellaneous Revenue			
Total 4000 · Revenue			
<b>TOTAL</b>			

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
January through April 2020

	<u>Split</u>	<u>Original Amount</u>	<u>Paid Amount</u>
4000 · Revenue			
4050 · Miscellaneous Revenue			
	1025 · Oakstar - Operating	974.22	974.22
	1025 · Oakstar - Operating	10.00	10.00
	1025 · Oakstar - Operating	10.00	10.00
	1025 · Oakstar - Operating	10.00	10.00
	1025 · Oakstar - Operating	100.00	100.00
	1025 · Oakstar - Operating	17,308.02	17,308.02
	1025 · Oakstar - Operating	100.00	100.00
	1025 · Oakstar - Operating	2,743.00	2,743.00
	1025 · Oakstar - Operating	3.11	3.11
	1025 · Oakstar - Operating	25.00	25.00
	1025 · Oakstar - Operating	500.00	500.00
	1025 · Oakstar - Operating	250.00	250.00
	1025 · Oakstar - Operating	100.00	100.00
	1025 · Oakstar - Operating	19.49	19.49
	1025 · Oakstar - Operating	10.00	10.00
	1025 · Oakstar - Operating	10.00	10.00
	1025 · Oakstar - Operating	3,350.96	3,350.96
	1025 · Oakstar - Operating	175.07	175.07
	1025 · Oakstar - Operating	158,352.49	158,352.49
	Total 4050 · Miscellaneous Revenue		<u>184,051.36</u>
	Total 4000 · Revenue		<u>184,051.36</u>
<b>TOTAL</b>			<u><b>184,051.36</b></u>

**Battlefield Fire Protection District** 8:34 AM  
**Transaction Detail By Account** 05/07/2020  
 January through April 2020 Cash Basis

	<u>Balance</u>
4000 · Revenue	
4050 · Miscellaneous Revenue	
	974.22
	984.22
	994.22
	1,004.22
	1,104.22
	18,412.24
	18,512.24
	21,255.24
	21,258.35
	21,283.35
	21,783.35
	22,033.35
	22,133.35
	22,152.84
	22,162.84
	22,172.84
	25,523.80
	25,698.87
	184,051.36
Total 4050 · Miscellaneous Revenue	<u>184,051.36</u>
Total 4000 · Revenue	<u>184,051.36</u>
<b>TOTAL</b>	<u><u>184,051.36</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



## ADMINISTRATIVE BOARD REPORT

April 2020/May 2020

### Administration – Chief Moore

- Staff continues to operate under Procedure 212 at level 3. We have evaluated the need to reduce the restrictions. Given the advice of the Springfield/Greene County Health Department and in conjunction with our partner agencies, we will continue to restrict activities.
- Angela has remained on with the District. This has been very helpful, and we are still anticipating her departure when her future employer decides to make changes.
- I renewed my EMT-B through the State of Missouri.
- I continue to be the Law Enforcement liaison for the State to Region D for Personal Protective Equipment. This has slowed considerably. I also continue to attend daily briefings with Greene County OEM. I am the supervisor for the fire and municipal law agencies outside of Springfield.
- We have not heard from the Auditor. We will continue to reach out.
- I have been accepted to the Inaugural Master's in Public Service and Safety program at Drury University. This will begin in August.

### Operations

- Total calls for April: 131
  - o 6 Building fires
  - o April 2019 = 251
- Total Calls YTD = 942
  - o YTD Last year = 971
- Average Response Time for April = 7.33 minutes
  - o Average Response Time YTD: 6.49 minutes
- Turnout time for April = 1:20
  - o Turnout time YTD = 1:16
- Pumper 9313 is still in the shop. Aerial 10678 will be next in for repair and many of the parts have already been shipped.
- Mitigation for eliminating risk of exposure to our staff and citizens have had an impact on calls. The evidence of that is in the call totals, turnout times, and response times.
- Crews have been rotated back to their previously assigned stations as we begin to phase back into our routine pre-pandemic.
- Even with the associated alterations to our operations, overtime has remained very low.

### Training

- Training hours for 2020
  - o April = 2658.5 hours
  - o YTD = 10502.35
- External training will ramp up slowly as phases from the pandemic expand. We will probably see a decrease in internal training, but hours should balance with the addition of outside training.
- The Academy Recruit's certification testing is still in limbo. The administrators are in contact with the state and planning a rescheduled test date. Due to the overwhelming amount of people needing certification, it is uncertain when it will happen. Recruits are still receiving training and practice tests to ensure they are remaining proficient.

*"We Serve"*

**Community Risk Reduction Activities- Chief Moore**

- We participated in numerous drive-by birthday parties.
- Firefighter Strong (modified duty) toured the district and collecting business information to assist in developing our pre-fire planning for 2020.
- Chief Moore provided preliminary comments for a storage facility off S. Campbell.

**Other Important Information – Shifts and Staff**

- We have a decision to make on the rental home. I will have a summary for the board.
- We have not heard from ISO on our re-evaluations. We are prepared when this occurs.
- Chief Moore interviewed internal candidates for the Division Chief positions.
- We are working on replacing the Board table. We hope to have a new set up by June.
- Request for bid for demolition of the rental house has been advertised.





# BATTLEFIELD FIRE PROTECTION DISTRICT

**SCOTT MOORE**

*Fire Chief*

*smoore@battlefieldfire.com*

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

4117 W. Second Street  
Battlefield, MO 65619

**FAX:** (417) 887-9914

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## **Synopsis of property located at 5520 S Main Street, Battlefield MO.**

May 7, 2020

The District purchased the property on South Main Street in 1996 for \$85,000. This property consists of an open lot and an approximate 1700 square foot home with a car port. The current assessed value of the residence is \$180,000 according to our insurance records minus the land. The Assessors Office shows this to have .8 acres as part of the plot.

The property and the current Station 1 property were purchased simultaneously. There were issues with tenants complaining of smoke damage from our training props initially. In response to this, the District decided to offer the property to volunteer/career staff only as rental property for \$400 per month.

Several employees have resided in the home in the time of ownership. The most recent occupant, Steven Burr, noted no issues with smoke travel or damage to property from the training props within the last several years.

In March, a fire occurred in the home while Mr. Burr was moving out. The fire started in the living room on the couch and was caused by an overloaded extension cord. The District's insurance company and the renter's insurance company agreed with the cause of the fire.

During the claim process we used Oak Grove Construction to provide preliminary bids for repairs. They worked with the insurance carrier and evaluated the cost of repairs. A claim was established and paid out to the District in the amount of \$158,352.49. Oak Grove provided a bid for \$150,059.70 to repair the home and bring it back to usable status. The District also requested a bid from Oak Grove for demolition of the property and returning the lot to grass. This bid was provided at \$15,660.

The repair contract was conducted under the discretion of VFIS/Glatfelters Insurance and would therefore not require posting for bid. If we decide to demolish the property, a formal bidding process is required. Chief Reynolds has developed the request for bid and is ready to publish with a deadline in June.

Staff's recommendation is to demolish the home. The income from the property is limited and the upkeep on the home has been a point of contention in the past. While the rebuild would provide an updated and limited maintenance need for the home; collecting rent, maintaining insurance and consideration for future upkeep outweigh the income it provides. If we were to rebuild the home, we would recommend an increase in rental fees as well as some additional improvements to the property in a driveway and covered parking area.

Staff has ideas for the use of the property, which we would continue to vet and provide as proposals in the future as funding allows. In the meantime, the property would be maintained and used for training. The funds from the insurance company would be earmarked for reserve accounts at the Boards discretion.

Chief Moore

*"What you allow in your presence, just became your standard."*



## Glatfelter Claims Management, Inc.

183 Leader Heights Road | P.O. Box 5126 | York, PA 17405  
717.741.0911 | 800.233.1957 | f: 717.747.7051 | CA License #2D89880



April 20, 2020

Chief Scott Moore  
Battlefield Fire Protection District  
4117 West Second Street  
Battlefield, MO 65619-9464

RE:	Insured:	Battlefield Fire Protection District
	Policy Number:	VFISTR2067448-06
	Claim Number:	MOTR20030168
	Date of Loss:	03/04/2020
	Description:	Fire - rental / dwelling

Dear Chief Moore:

Glatfelter Claims Management, Inc. is handling this matter on behalf of American Alternative Insurance Corporation. A check in the amount of \$158,352.49 will be mailed to your organization separately. This represents the repair costs, less the \$250.00 policy deductible.

Our settlement is based on the damage estimate enclosed which was prepared by your contractor Oak Grove Construction for mitigation and repair. If you find that the repairs cannot be completed for the amount of the estimate, please provide me with an itemized proposal from a contractor of your choice for my review.

We are happy to have been of service. Feel free to contact me at the toll free number above, with any questions you may have.

Sincerely,



Julie Diehl  
Property Specialist  
Extension 7615  
Email: [claims@glatfelters.com](mailto:claims@glatfelters.com)

Enclosure

c: Nixon and Lindstrom Insurance