



# AGENDA

## Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting  
4117 W. Second St., Battlefield, MO 65619  
**Tuesday, June 11, 2024**  
**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

### 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. None

### New Business

1. Hiring List – Firefighter
2. Policy Updates
  - a. 1200 – Meeting Guests
  - b. 105 – Bylaws
3. 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: 6/7/2024 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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Secretary to the Board of Directors



# Battlefield Fire Protection District Battlefield Volunteer Fire Department



## Minutes

### May 2024 Regular Board Meeting

**Location of Meeting:**

4117 West Second St.  
Battlefield, MO 65619

**Time of Meeting**

5:00 PM

**Date of Meeting:**

May 14, 2024

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 5 pm. A roll call was taken, and a quorum was established.

Board Members Present: Chairman Trevor Crist, Treasurer Mark Pon and Vice-Chair Danny Perches, Member Scott Lambeth, and Member Jen Albers.

Mr. Perches moved to approve the agenda to include information only pursuant to RSMO 610.021 (13). Closed Session. Closed Record., 2<sup>nd</sup> by Mr. Lambeth. Motion carried.

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

1. Approval of Regular Minutes- Mr. Perches moved to approve the April Regular Meeting minutes. 2<sup>nd</sup> by Mrs. Albers. Motion carried.

**Financial Business:**

1. The Board addressed bills to be paid and signed checks.
2. Treasurer Mark Pon discussed the April financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,537.18. Battlefield Fire Protection District's ICS account holds \$6,874,750.00 and Money Market holds \$63,634.85.
3. Deputy Chief Reynolds briefly reviewed line items on the financials.
4. Mr. Pon moved to approve the financials 2<sup>nd</sup> by Mr. Lambeth. Motion carried.

**Public Comments:** None

**Unfinished Business:** None

**New Business:**

1. General Overview - Staff provided a review of their monthly reports. Division Chief Anderson was not present. A written report was submitted. Fire Chief Scott Moore was not present. Deputy Chief Reynolds reviewed the report on behalf of Fire Chief Moore.

**Closed Session:**

1. Information only pursuant to RSMO 610.021 (13). Closed Session. Closed Record.

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

Out of Open Session at 5:12 pm.

Motion to go into Closed Session by Mrs. Albers. 2<sup>nd</sup> by Mr. Pon. Motion carried.

Into Closed Session 5:14 pm

Roll Call: Mark Pon, Trevor Crist, Scott Lambeth, Danny Perches, and Jen Albers.

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

Out of Closed Session: 5:47 pm

Motion to go into Open Session by Mr. Pon. 2<sup>nd</sup> by Mr. Lambeth. Motion carried.

Into Open Session: 5:47 pm

Roll Call: Mark Pon, Trevor Crist, Danny Perches, Scott Lambeth, and Jen Albers.

**Adjournment:**

Mr. Perches moved to adjourn at 5:50 pm.

Approved by:

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Trevor Crist

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Danny Perches

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Scott Lambeth

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Mark Pon

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Jen Albers



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



Minutes

May 2024 Regular Board Meeting

**Battlefield Volunteer Fire Department**  
**Statement of Net Activities**  
May 2024

	<u>May 24</u>
<b>Ordinary Revenue/Expense</b>	
<b>Revenue</b>	
4140 · Interest Revenue	2.11
<b>Total Revenue</b>	<u>2.11</u>
<b>Net Ordinary Revenue</b>	<u>2.11</u>
<b>Net Revenue</b>	<u><u>2.11</u></u>

# Battlefield Volunteer Fire Department Statement of Net Assets

As of May 31, 2024  
May 31, 24

**ASSETS**

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account 5,539.29

Total Checking/Savings 5,539.29

Total Current Assets 5,539.29

**TOTAL ASSETS 5,539.29**

**LIABILITIES & Revenue**

Revenue

1110 · Retained Earnings 5,528.95

Net Revenue 10.34

Total Revenue 5,539.29

**TOTAL LIABILITIES & Revenue 5,539.29**

**Battlefield Fire Protection District**  
**Statement of Activities**  
**May 2024**

1:56 PM  
06/06/2024  
Cash Basis

	<u>May 24</u>	<u>Jan - May 24</u>
<b>Revenue</b>		
<b>4000 · Revenue</b>		
4005 · Tax Revenue	57,530.44	5,432,369.23
4010 · Tax Interest Revenue	7,287.04	18,752.20
4050 · Miscellaneous Revenue	780.00	63,046.84
4060 · Interest Revenue	27,369.97	190,154.57
<b>Total 4000 · Revenue</b>	<u>92,967.45</u>	<u>5,704,322.84</u>
<b>Total Revenue</b>	<u>92,967.45</u>	<u>5,704,322.84</u>
<b>Gross Profit</b>	92,967.45	5,704,322.84
<b>Expense</b>		
<b>5000 · Capital Expense</b>		
5015 · Uniforms/PPE/Bunker Gear	0.00	100.00
5020 · Building Lease	0.00	9,343.75
5030 · Information Technology	0.00	419.22
5035 · Communications	0.00	5,061.38
5040 · Firefighting/EMS	873.93	1,978.96
5055 · Vehicles	15.04	7,589.38
<b>Total 5000 · Capital Expense</b>	<u>888.97</u>	<u>24,492.69</u>
<b>6000 · Communications</b>		
6003 · MDT/Cell Phones	819.85	7,885.02
6020 · Managed IT Service	757.50	12,367.50
<b>Total 6000 · Communications</b>	<u>1,577.35</u>	<u>20,252.52</u>
<b>6100 · Insurance</b>		
6110 · Workman's Compensation	14,226.88	72,630.48
6115 · Commercial & Property	28,936.75	57,933.50
6120 · Medical, Dental, Vision	19,426.99	126,673.91
6122 · MOCIP	0.00	4,185.00
6125 · FFAM Dues	0.00	100.00
<b>Total 6100 · Insurance</b>	<u>62,590.62</u>	<u>261,522.89</u>
<b>6200 · Maintenance &amp; Repairs</b>		
6205 · Gas/Diesel	4,870.20	18,980.61
6210 · Apparatus Repair	1,919.61	17,565.95
6215 · Stations & Buildings	1,407.84	10,192.96
6220 · Lawn Maintenance	2,006.80	2,006.80
6225 · Equipment Maintenance	0.00	1,742.17
6235 · Headquarters Maintenance	1,277.00	6,179.00
6255 · Maintenance Shop Equipment	0.00	208.55
<b>Total 6200 · Maintenance &amp; Repairs</b>	<u>11,481.45</u>	<u>56,876.04</u>
<b>6300 · Office/Stations</b>		
6305 · Software Expense	556.00	795.88
6315 · Accounting Fees	741.00	4,417.45

	<u>May 24</u>	<u>Jan - May 24</u>
6330 · Subscriptions/Memberships	225.00	4,404.13
6335 · Advertising/Printing/Postings	290.32	4,462.89
<b>Total 6300 · Office/Stations</b>	<u>1,812.32</u>	<u>14,080.35</u>
<b>6400 · Training</b>		
6410 · Training Classes	0.00	10,226.05
6415 · Equipment	0.00	1,198.00
<b>Total 6400 · Training</b>	<u>0.00</u>	<u>11,424.05</u>
<b>6500 · Legal</b>		
6510 · Audit Fees	5,750.00	5,750.00
6525 · Cafeteria Pass Thru	-556.77	982.03
6535 · Attorney Fees	86.78	389.28
<b>Total 6500 · Legal</b>	<u>5,280.01</u>	<u>7,121.31</u>
<b>6600 · Salaries</b>		
6605 · District Personnel	306,759.42	1,126,949.39
6610 · Board of Directors		
6612 · Chaplain Expense	39.57	293.15
6610 · Board of Directors - Other	633.33	3,533.29
<b>Total 6610 · Board of Directors</b>	<u>672.90</u>	<u>3,826.44</u>
6620 · Employer Payroll Taxes	4,270.76	15,530.43
6625 · Lagers	45,344.53	187,115.01
6635 · Uniforms	6,787.20	7,546.91
6640 · 457 Pass Thru	-5,385.00	-1,334.80
6655 · Expense Account	0.00	177.45
6665 · Special Overtime	2,527.59	7,806.74
6668 · Union Dues Passthrough	-3,154.86	0.00
<b>Total 6600 · Salaries</b>	<u>357,822.54</u>	<u>1,347,617.57</u>
<b>6700 · Medical</b>		
6710 · Employee Physicals/POET	100.00	691.82
<b>Total 6700 · Medical</b>	<u>100.00</u>	<u>691.82</u>
<b>6750 · Utilities</b>		
6755 · Water	107.59	572.30
6760 · Sanitation	0.00	1,484.29
6765 · Sewer	11.21	803.20
6770 · Electric/Gas	2,479.44	13,691.94
6775 · Internet/Phones/Cable	1,773.22	7,684.10
<b>Total 6750 · Utilities</b>	<u>4,371.46</u>	<u>24,235.83</u>
<b>6800 · Supplies</b>		
6810 · Public Relations/Outreach	2,509.26	26,686.32
6820 · Fire & EMS Expendables	162.64	4,415.84
6830 · Janitorial Supplies	774.91	2,046.51
6835 · Stations/Buildings Supplies	258.31	3,581.38
<b>Total 6800 · Supplies</b>	<u>3,705.12</u>	<u>36,730.05</u>
<b>6850 · Property Improvements</b>		
6860 · Stations/Buildings	32,550.00	59,646.00

	<u>May 24</u>	<u>Jan - May 24</u>
Total 6850 · Property Improvements	32,550.00	59,646.00
Total Expense	482,179.84	1,864,691.12
Net Revenue	<u>-389,212.39</u>	<u>3,839,631.72</u>

**Battlefield Fire Protection District**  
**Statement of Net Assets**  
As of May 31, 2024

1:58 PM

06/06/2024

Cash Basis

May 31, 24

**ASSETS**

Current Assets

Checking/Savings

1000 · OakStar - ICS	6,489,056.63
1005 · OakStar - Money Market	63,890.87
1025 · Oakstar - Operating	98,297.79
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,607,998.00

Total Checking/Savings 5,043,378.95

Total Current Assets 5,043,378.95

Fixed Assets

1505 · Office Equipment 531.10

Total Fixed Assets 531.10

**TOTAL ASSETS** 5,043,910.05

**LIABILITIES & Revenue**

Revenue

3200 · Fund Balances

3100 · Restricted Fund - Operating	-700,000.00
3120 · Restricted Fund-Emergency Equip	-407,998.00
3140 · Restricted Fund - Bldg Reserve	-500,000.00
3200 · Fund Balances	<u>2,487,239.86</u>

Total 3200 · Unrestricted Fund Balances 879,241.86

32000 · Retained Earnings 325,036.47

Net Revenue 3,839,631.72

Total Revenue 5,043,910.05

**TOTAL LIABILITIES & Revenue** 5,043,910.05

**Battlefield Fire Protection District**  
**Statement of Cash Flows**  
**May 2024**

1:59 PM

Cash Basis

	<b>May 24</b>	<b>Apr 24</b>	<b>% Change</b>
<b>Revenue</b>			
<b>4000 · Revenue</b>			
4005 · Tax Revenue	57,530.44	42,382.65	35.74%
4010 · Tax Interest Revenue	7,287.04	3,880.32	87.8%
4050 · Miscellaneous Revenue	780.00	1,835.28	-57.5%
4060 · Interest Revenue	27,369.97	27,664.31	-1.06%
<b>Total 4000 · Revenue</b>	<b>92,967.45</b>	<b>75,762.56</b>	<b>22.71%</b>
<b>Total Revenue</b>	<b>92,967.45</b>	<b>75,762.56</b>	<b>22.71%</b>
<b>Gross Profit</b>	<b>92,967.45</b>	<b>75,762.56</b>	<b>22.71%</b>
<b>Expense</b>			
<b>5000 · Capital Expense</b>			
5040 · Firefighting/EMS	873.93	746.00	17.15%
5055 · Vehicles	15.04	6,900.00	-99.78%
<b>Total 5000 · Capital Expense</b>	<b>888.97</b>	<b>7,646.00</b>	<b>-88.37%</b>
<b>6000 · Communications</b>			
6003 · MDT/Cell Phones	819.85	995.36	-17.63%
6020 · Managed IT Service	757.50	757.50	0.0%
<b>Total 6000 · Communications</b>	<b>1,577.35</b>	<b>1,752.86</b>	<b>-10.01%</b>
<b>6100 · Insurance</b>			
6110 · Workman's Compensation	14,226.88	14,226.88	0.0%
6115 · Commercial & Property	28,936.75	0.00	100.0%
6120 · Medical, Dental, Vision	19,426.99	24,957.80	-22.16%
6122 · MOCIP	0.00	4,185.00	-100.0%
<b>Total 6100 · Insurance</b>	<b>62,590.62</b>	<b>43,369.68</b>	<b>44.32%</b>
<b>6200 · Maintenance &amp; Repairs</b>			
6205 · Gas/Diesel	4,870.20	3,598.57	35.34%
6210 · Apparatus Repair	1,919.61	4,133.48	-53.56%
6215 · Stations & Buildings	1,407.84	2,004.97	-29.78%
6220 · Lawn Maintenance	2,006.80	0.00	100.0%
6225 · Equipment Maintenance	0.00	1,617.77	-100.0%
6235 · Headquarters Maintenance	1,277.00	1,209.00	5.62%
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>11,481.45</b>	<b>12,563.79</b>	<b>-8.62%</b>
<b>6300 · Office/Stations</b>			
6305 · Software Expense	556.00	0.00	100.0%
6315 · Accounting Fees	741.00	772.00	-4.02%
6330 · Subscriptions/Memberships	225.00	1,171.53	-80.79%
6335 · Advertising/Printing/Postings	290.32	0.00	100.0%
<b>Total 6300 · Office/Stations</b>	<b>1,812.32</b>	<b>1,943.53</b>	<b>-6.75%</b>
<b>6400 · Training</b>			
6410 · Training Classes	0.00	2,862.07	-100.0%
<b>Total 6400 · Training</b>	<b>0.00</b>	<b>2,862.07</b>	<b>-100.0%</b>

	<b>May 24</b>	<b>Apr 24</b>	<b>% Change</b>
<b>6500 · Legal</b>			
6510 · Audit Fees	5,750.00	0.00	100.0%
6525 · Cafeteria Pass Thru	-556.77	-0.18	-309,216.67%
6535 · Attorney Fees	86.78	0.00	100.0%
<b>Total 6500 · Legal</b>	<b>5,280.01</b>	<b>-0.18</b>	<b>2,933,438.89%</b>
<b>6600 · Salaries</b>			
6605 · District Personnel	306,759.42	208,612.53	47.05%
6610 · Board of Directors			
6612 · Chaplain Expense	39.57	44.39	-10.86%
6610 · Board of Directors - Other	633.33	633.33	0.0%
<b>Total 6610 · Board of Directors</b>	<b>672.90</b>	<b>677.72</b>	<b>-0.71%</b>
6620 · Employer Payroll Taxes	4,270.76	2,914.78	46.52%
6625 · Lagers	45,344.53	46,128.41	-1.7%
6635 · Uniforms	6,787.20	0.00	100.0%
6640 · 457 Pass Thru	-5,385.00	0.00	-100.0%
6655 · Expense Account	0.00	69.83	-100.0%
6665 · Special Overtime	2,527.59	3,021.16	-16.34%
6668 · Union Dues Passthrough	-3,154.86	2,103.24	-250.0%
<b>Total 6600 · Salaries</b>	<b>357,822.54</b>	<b>263,527.67</b>	<b>35.78%</b>
<b>6700 · Medical</b>			
6710 · Employee Physicals/POET	100.00	0.00	100.0%
<b>Total 6700 · Medical</b>	<b>100.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>6750 · Utilities</b>			
6755 · Water	107.59	112.39	-4.27%
6760 · Sanitation	0.00	267.59	-100.0%
6765 · Sewer	11.21	0.00	100.0%
6770 · Electric/Gas	2,479.44	2,281.70	8.67%
6775 · Internet/Phones/Cable	1,773.22	1,106.61	60.24%
<b>Total 6750 · Utilities</b>	<b>4,371.46</b>	<b>3,768.29</b>	<b>16.01%</b>
<b>6800 · Supplies</b>			
6810 · Public Relations/Outreach	2,509.26	8,033.64	-68.77%
6820 · Fire & EMS Expendables	162.64	126.06	29.02%
6830 · Janitorial Supplies	774.91	259.34	198.8%
6835 · Stations/Buildings Supplies	258.31	1,890.49	-86.34%
<b>Total 6800 · Supplies</b>	<b>3,705.12</b>	<b>10,309.53</b>	<b>-64.06%</b>
<b>6850 · Property Improvements</b>			
6860 · Stations/Buildings	32,550.00	7,146.00	355.5%
<b>Total 6850 · Property Improvements</b>	<b>32,550.00</b>	<b>7,146.00</b>	<b>355.5%</b>
<b>Total Expense</b>	<b>482,179.84</b>	<b>354,889.24</b>	<b>35.87%</b>
<b>Net Revenue</b>	<b>-389,212.39</b>	<b>-279,126.68</b>	<b>-39.44%</b>

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
**Apr 2024**

	Annual Budget	May 24	% Received	Jan-May	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>Revenue</b>								
<b>4000 · Revenue</b>								
4005 · Tax Revenue	6,389,953.00	57,530.44	0.90%	5,432,369.23		85.01%	957,583.77	0.00
4010 · Tax Revenue Interest	0.00	7,287.04	0.00%	18,752.20		0.00%	0.00	18,752.20
4050 · Miscellaneous Revenue	0.00	780.00	0.00%	63,046.84		0.00%	0.00	63,046.84
4060 · Interest Revenue	0.00	27,369.97	0.00%	190,154.57		0.00%	0.00	190,154.57
<b>Total 4000 · Revenue</b>	<b>6,389,953.00</b>	<b>92,967.45</b>	<b>1.45%</b>	<b>5,704,322.84</b>		<b>89.27%</b>	<b>957,583.77</b>	<b>271,953.61</b>
<b>Expense</b>								
<b>5000 · Capital Expense</b>								
	<b>Annual Budget</b>	<b>May 24</b>	<b>% Budget Used in May</b>	<b>Jan-May</b>	<b>YTD</b>	<b>% Budget Used YTD</b>	<b>Balance Available</b>	
5015 · Uniforms/PPE/Bunker Gear	65,000.00	0.00	0.00%	100.00		0.15%	64,900.00	
5020 · Building Lease	111,450.00	0.00	0.00%	9,343.75		8.38%	102,106.25	
5030 · Information Technology	25,000.00	0.00	0.00%	419.22		1.68%	24,580.78	
5035 · Communications	40,000.00	0.00	0.00%	5,061.38		0.00%	34,938.62	
5040 · Firefighting/EMS	550,000.00	873.93	0.16%	1,978.96		0.36%	548,021.04	
5052 · Fitness Equipment	5,700.00	0.00	0.00%	0.00		0.00%	5,700.00	
5055 · Vehicles	70,000.00	15.04	0.00%	7,589.38		0.00%	62,410.62	
<b>Total 5000 · Capital Expense</b>	<b>867,150.00</b>	<b>888.97</b>	<b>0.10%</b>	<b>24,492.69</b>		<b>2.82%</b>	<b>842,657.31</b>	
<b>6000 · Communications</b>								
6003 · MDT/Cell Phones	15,000.00	819.85	5.47%	7,885.02		52.57%	7,114.98	
6020 · Managed IT Service	16,260.00	757.50	4.66%	12,367.50		76.06%	3,892.50	
<b>Total 6000 · Communications</b>	<b>31,260.00</b>	<b>1,577.35</b>	<b>5.05%</b>	<b>20,252.52</b>		<b>64.79%</b>	<b>11,007.48</b>	
<b>6100 · Insurance</b>								
	<b>Annual Budget</b>	<b>May 24</b>	<b>% Budget Used in May</b>	<b>Jan-May</b>	<b>YTD</b>	<b>% Budget Used YTD</b>	<b>Balance Available</b>	
6110 · Workman's Compensation	137,203.02	14,226.88	10.37%	72,630.48		52.94%	64,572.54	
6115 · Commercial & Property	115,821.00	28,936.75	24.98%	57,933.50		50.02%	57,887.50	
6120 · Medical, Dental, Vision	300,079.00	19,426.99	6.47%	126,673.91		42.21%	173,405.09	
6122 · MOCIP	7,755.00	0.00		4,185.00				
6125 · FFAM Dues	6,000.00	0.00	0.00%	100.00		1.67%	5,900.00	
<b>Total 6100 · Insurance</b>	<b>566,858.02</b>	<b>62,590.62</b>	<b>11.04%</b>	<b>261,522.89</b>		<b>46.14%</b>	<b>305,335.13</b>	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
**Apr 2024**

	Annual Budget	May 24	% Received	Jan-May YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6200 · Maintenance &amp; Repairs</b>							
6205 · Gas/Diesel	52,000.00	4,870.20	9.37%	18,980.61	36.50%	33,019.39	
6210 · Apparatus Repair	50,000.00	1,919.61	3.84%	17,565.95	35.13%	32,434.05	
6215 · Stations & Buildings	55,000.00	1,407.84	2.56%	10,192.96	18.53%	44,807.04	
6220 · Lawn Maintenance	10,500.00	2,006.80	19.11%	2,006.80	19.11%	8,493.20	
6225 · Equipment Maintenance	7,000.00	0.00	0.00%	1,742.17	24.89%	5,257.83	
6235 · Headquarters Maintenance	15,000.00	1,277.00	8.51%	6,179.00	41.19%	8,821.00	
6250 · Ground/Aerial Ladder Testing	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
6255 · Maintenance Shop Equipment	1,750.00	0.00	0.00%	208.55	11.92%	1,541.45	
6280 · SCBA Flow Testing	5,000.00	0.00	0.00%	0.00	0.00%	5,000.00	
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>198,250.00</b>	<b>11,481.45</b>	<b>5.79%</b>	<b>56,876.04</b>	<b>28.69%</b>	<b>141,373.96</b>	
<b>6300 · Office/Stations</b>							
6305 · Software Expense	36,040.00	556.00	1.54%	795.88	2.21%	35,244.12	
6315 · Accounting Fees	9,400.00	741.00	7.88%	4,417.45	46.99%	4,982.55	
6325 · Postage/Shipping	700.00	0.00	0.00%	0.00	0.00%	700.00	
6330 · Subscriptions/Memberships	17,500.00	225.00	1.29%	4,404.13	25.17%	13,095.87	
6335 · Advertising/Printing/Postings	1,000.00	290.32	29.03%	4,462.89	446.29%	0.00	4/9/2024
<b>Total 6300 · Office/Stations</b>	<b>64,640.00</b>	<b>1,812.32</b>	<b>2.80%</b>	<b>14,080.35</b>	<b>21.78%</b>	<b>50,559.65</b>	
<b>6400 · Training</b>							
	<b>Annual Budget</b>	<b>May 24</b>	<b>% Budget Used in May</b>	<b>Jan-May YTD</b>	<b>% Budget Used YTD</b>	<b>Balance Available</b>	
6410 · Training Classes	51,200.00	0.00	0.00%	10,226.05	19.97%	40,973.95	
6415 · Equipment	100,000.00	0.00	0.00%	1,198.00	1.20%	98,802.00	
<b>Total 6400 · Training</b>	<b>151,200.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>11,424.05</b>	<b>7.56%</b>	<b>139,775.95</b>	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
**Apr 2024**

	Annual Budget	May 24	% Received	Jan-May YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6500 · Legal</b>							
6510 · Audit Fees	6,700.00	5,750.00	85.82%	5,750.00	85.82%	950.00	
6525 · Cafeteria Pass Thru	1,500.00	-556.77	-37.12%	982.03	65.47%	517.97	
6535 · Attorney Fees	5,000.00	86.78	1.74%	389.28	7.79%	4,610.72	
<b>Total 6500 · Legal</b>	<b>13,200.00</b>	<b>5,280.01</b>	<b>40.00%</b>	<b>7,121.31</b>	<b>53.95%</b>	<b>6,078.69</b>	
<b>6600 · Salaries</b>							
6605 · District Personnel	2,770,616.00	306,759.42	11.07%	1,126,949.39	40.68%	1,643,666.61	
6610 · Board of Directors							
6612 · Chaplain Expense	2,000.00	39.57	1.98%	293.15	14.66%	1,706.85	
6610 · Board of Directors - Other	9,400.00	633.33	6.74%	3,533.29	37.59%	5,866.71	
<b>Total 6610 · Board of Directors</b>	<b>11,400.00</b>	<b>672.90</b>	<b>5.90%</b>	<b>3,826.44</b>	<b>33.57%</b>	<b>7,573.56</b>	
6620 · Employer Payroll Taxes	49,203.00	4,270.76	8.68%	15,530.43	31.56%	33,672.57	
6625 · Laggers	626,086.00	45,344.53	7.24%	187,115.01	29.89%	438,970.99	
6635 · Uniforms	10,000.00	6,787.20	67.87%	7,546.91	75.47%	2,453.09	
6640 · 457 Pass Thru		-5,385.00	0.00%	-1,334.80	0.00%	1,334.80	
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00	0.00%	500.00	
6655 · Expense Account	3,000.00	0.00	0.00%	177.45	5.92%	2,822.55	
6665 · Special Overtime	50,000.00	2,527.59	5.06%	7,806.74	15.61%	42,193.26	
6668 · Union Dues Pass Thru		-3,154.86	0.00%	0.00	0.00%	0.00	
6675 · Background Check	3,250.00	0.00	0.00%	0.00	0.00%	3,250.00	
<b>Total 6600 · Salaries</b>	<b>3,524,055.00</b>	<b>357,822.54</b>	<b>10.15%</b>	<b>1,347,617.57</b>	<b>38.24%</b>	<b>2,176,437.43</b>	
			<b>%Budget</b>		<b>%Budget Used</b>	<b>Balance</b>	
<b>6700 · Medical</b>	<b>Annual Budget</b>	<b>May 24</b>	<b>Used in May</b>	<b>Jan-May YTD</b>	<b>YTD</b>	<b>Available</b>	
6710 · Employee Physicals/POET	38,000.00	100.00	0.26%	691.82	1.82%	37,308.18	
<b>Total 6700 · Medical</b>	<b>38,000.00</b>	<b>100.00</b>	<b>0.26%</b>	<b>691.82</b>	<b>1.82%</b>	<b>37,308.18</b>	

**Battlefield Fire Protection District**  
**Profit & Loss Budget Performance**  
**Apr 2024**

	Annual Budget	May 24	% Received	Jan-May YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6750 · Utilities</b>							
6755 · Water	2,000.00	107.59	5.38%	572.30	28.62%	1,427.70	
6760 · Sanitation	3,250.00	0.00	0.00%	1,484.29	45.67%	1,765.71	
6765 · Sewer	3,000.00	11.21	0.37%	803.20	26.77%	2,196.80	
6770 · Electric/Gas	35,000.00	2,479.44	7.08%	13,691.94	39.12%	21,308.06	
6775 · Internet/Phones/Cable	14,300.00	1,773.22	12.40%	7,684.10	53.73%	6,615.90	
<b>Total 6750 · Utilities</b>	<b>57,550.00</b>	<b>4,371.46</b>	<b>7.60%</b>	<b>24,235.83</b>	<b>42.11%</b>	<b>33,314.17</b>	
<b>6800 · Supplies</b>							
6810 · Public Relations/Outreach	29,600.00	2,509.26	8.48%	26,686.32	90.16%	2,913.68	
6815 · Logo Imprinted Supplies	3,000.00	0.00	0.00%	0.00	0.00%	3,000.00	
6820 · Fire & EMS Expendables	5,000.00	162.64	3.25%	4,415.84	88.32%	584.16	
6830 · Janitorial Supplies	3,000.00	774.91	25.83%	2,046.51	68.22%	953.49	
6835 · Stations/Buildings Supplies	9,500.00	258.31	2.72%	3,581.38	37.70%	5,918.62	
<b>Total 6800 · Supplies</b>	<b>50,100.00</b>	<b>3,705.12</b>	<b>7.40%</b>	<b>36,730.05</b>	<b>73.31%</b>	<b>13,369.95</b>	
<b>6850 · Property Improvements</b>							
6860 · Stations/Buildings	800,000.00	32,550.00	4.07%	59,646.00	7.46%	740,354.00	
<b>Total 6850 · Property Improvements</b>	<b>800,000.00</b>	<b>32,550.00</b>	<b>4.07%</b>	<b>59,646.00</b>	<b>7.46%</b>	<b>740,354.00</b>	
<b>Total Expense</b>	<b>6,362,263.02</b>	<b>482,179.84</b>	<b>7.58%</b>	<b>1,864,691.12</b>	<b>29.31%</b>	<b>4,447,012.25</b>	
<b>Net Revenue</b>	<b>27,689.98</b>	<b>-389,212.39</b>	<b>-1405.61%</b>	<b>3,839,631.72</b>	<b>13866.50%</b>	<b>-3,489,428.48</b>	
<b>Total Budget Amount</b>						<b>4,447,012.25</b>	

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
482,179.84	1,864,691.12

<b>Restricted Funds</b>	
Operating Reserve	700,000.00
Emergency Equipment Reserve	407,998.00
Building Reserve	500,000.00
<b>Total Contingency Fund</b>	<b>1,607,998.00</b>

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
 January through May 2024

	<u>Name</u>	<u>Paid Amount</u>
4000 · Revenue		
4050 · Miscellaneous Revenue		
	GovDeals	1,040.00
	Greene County Collector of Revenue	11,986.38
	Ozarks Technical Community College	1,000.00
	Jennifer Albers	50.00
	Office of the Treasurer Greene County MO	23,000.00
	LexisNexis	10.00
	Willard Fire	810.00
	Greene County Treasurer	113.18
	GovDeals	22,422.00
	CITY OF SPRINGFIELD	1,810.28
	City of Aurora	25.00
	Brookline Fire Protection	780.00
		<u>63,046.84</u>
Total 4050 · Miscellaneous Revenue		<u>63,046.84</u>
Total 4000 · Revenue		<u>63,046.84</u>
<b>TOTAL</b>		<b><u><u>63,046.84</u></u></b>

## BYLAWS OF THE BATTLEFIELD FIRE PROTECTION DISTRICT

### **ARTICLE I**

#### **DEFINITIONS:**

1. "Board." Wherever, in these bylaws, the word "board" is used, it shall be construed to mean the Board of Directors of the Battlefield Fire Protection District.
2. "District." Wherever, in these bylaws, the word "District" is used, it shall be construed to mean the Battlefield Fire Protection District.
3. "Director." Wherever, in these bylaws, the word "Director" is used, it shall be construed to mean any person then qualified and acting as a member of the Board of Directors of the Battlefield Fire Protection District.
4. "Law." Wherever, in these bylaws, anything is directed to be done according to "law", such word shall be construed to mean the Statutes of Missouri then in force.

### **ARTICLE II**

#### **DIRECTORS:**

1. The Board of Directors of the BATTLEFIELD FIRE PROTECTION DISTRICT shall consist of five (5) persons duly elected or appointed to office, from time to time, according to the provisions of Chapter 321, RSMo.
2. General Powers: The Board of Directors shall have the powers, authority, and privileges found in 321.220 RSMo., for the purpose of providing fire protection to the property within the District. The business and affairs and property of the District shall be managed by the Board of Directors, but the Board of Directors, from time to time, may delegate functions and responsibilities to officers, agents, or employees of the District, in any manner consistent with law, either by provision in these bylaws or any amendment hereto, or by duly adopted resolution, or by duly adopted ordinance. However, the Board of Directors shall not delegate to any person or organization any legislative or contractual power of the District, nor any duty or responsibility, which is by law imposed upon the Board of Directors.
3. Quorum: Three members of the Board of Directors shall constitute a quorum at any meeting.
4. Chairman: The Board of Directors shall elect one of its members as Chairman, at the first regular meeting of the Board of Directors in each year following the April election, to serve as Chairman until the first regular meeting in the next year, or until the successor as Chairman is so elected. If any Chairman shall die, resign, or for any other reason be unable or unwilling to act or to continue to act as Chairman, during the term as Chairman, then the vice chairman, either until the resumption of office by the elected Chairman, or until the first meeting of the next year when a successor is elected, as the case may be; a Director who is the elected Chairman and whose term as Director terminates or expires, thereby ceases to be Chairman.
5. Meetings: The Board of Directors shall hold a regular meeting not less than once each calendar month, at such time and place as may be fixed by resolution of the Board, which resolution may be adopted at any meeting for the next one or more meetings. Notice of the time and place of future regular meetings of the Board of Directors shall be posted by the Secretary of the Board continuously at the firehouse or firehouses of the district in accordance with the provisions of Chapter 321.200 and 610.010 RSMo. No business shall be transacted unless a quorum is present.

6. **Special Meetings:** Special meetings of the Board of Directors may be called at any time by the Chairman, or upon instruction by the Secretary of the Board, provided that the Chairman shall first give at least two days notice of the time and place of any special meeting to the other two Directors, by personal notification. On consent of all five Directors, special meetings may be held at any time and at a place where regular meetings are held, with public notice of such meeting pursuant to Chapter 610.010 RSMo., but the minutes of any such meeting shall set forth such consent, in any form of statement, and all five Directors shall sign such minutes, or such meeting shall be invalid and ineffective. At any special meeting, only such business shall be considered as has been stated by the Chairman in the notice, or as is agreed by all five Directors.
7. **Order of Business:** Business at regular meetings of the Board shall be transacted in the following sequence:
  - Preliminaries to the Meeting
    1. Call to Order
    2. Ceremonial Matters
    3. Roll Call
    4. Establishment of a Quorum
    5. Approve/Amend the Agenda
  - Approval of Minutes
    1. Correction of Minutes
    2. Approval of Minutes
  - Financial Business
    1. Payment of the Bills
    2. Check Signing
    3. Treasurer Report
    4. Approval of Financials
  - Public Comment
    1. Any comments must be submitted to the District prior to 5pm on the day before the meeting.
  - Unfinished Business
  - New Business
    1. General Overview – (Staff’s Report)
  - Closed Session (if applicable)
8. Special meetings may have a reduced agenda specific to the intent of the meeting.
9. **Majority Rule.** The vote of three or more Directors, on any question not required by law or by these bylaws to be unanimous, shall be decisive, and shall be sufficient for the adoption of any motion, resolution, ordinance, or other action of the Board of Directors.
10. **Super Majority Rule.** Notwithstanding the provisions of paragraph 8 of Article I, a supermajority vote of four out of the five directors is required for the adoption of any of the following motions, resolutions, ordinances, or other actions of the Board of Directors:
  - 1) Removal of an officer; OR
  - 2) Hiring or firing the Fire Chief; OR
  - 3) Changing or altering the salary and other compensation of the Fire Chief; OR
  - 4) Making expenditures or purchases on behalf of the District which exceed \$20,000; OR
  - 5) Subject to approval of the voters, borrowing money and incurring indebtedness and issuing bonds; OR
  - 6) Acquiring, constructing, purchasing, maintaining, disposing of and encumbering real and personal property, fire stations fire protection and fire-fighting apparatus and auxiliary equipment, and any interest therein, including leases and easements; OR
  - 7) Refunding any bonded indebtedness of the district without an election; OR

- 8) Adopting or amending bylaws, fire protection and fire prevention ordinances, and any other rules and regulations; OR
  - 9) Contracting with any municipality that is contiguous to the District for the District to provide fire protection to the municipality for a fee.
11. Rules of Order. All meetings of the Board of Directors shall be conducted according to customary rules of parliamentary procedure. The Chairman shall rule on any point of order or procedure, which may arise, but such ruling may be overridden by vote of the other four Directors.
12. Compensation. Each Director shall receive an attendance fee of one hundred dollars (\$100.00) and said attendance fee shall not exceed one-hundred dollars (\$100.00) for attending each regularly called board meeting or special meetings in accordance with 321.190 RSMo. An attendance fee shall not be paid for attending more than two meetings in any calendar month. However, no board member shall be paid more than one attendance fee if such member attends more than one board meeting in a calendar week. In addition, the Chairman of the Board shall also receive an additional fifty dollars (\$50.00) for attending each regularly or specially called board meeting but shall not be paid the additional fee for attending more than two meetings in any calendar month. The attendance fees shall be paid as of course by the Treasurer, at the end of each calendar month. If, at any time, no funds are available for such payment, then the same shall accrue until the availability of funds, when the Treasurer shall pay the same as of course.
13. Expenses. No Director shall incur any expenses, for or on behalf of the Board of Directors, or for or on behalf of the District, unless authorized by duly adopted resolution or ordinance of the Board of Directors, prior to the incurring thereof. Any such expenditure must be actual expenditures in the performance of the Director's duties on behalf of the District. Authorized expenses of any Directors shall be reimbursed by the Treasurer out of the funds of the District, but only after the respective Director shall first have presented to the Board of Directors the expense account, which shall have been approved by the Board of Directors.
14. Vacancies. Any vacancies of the Board of Directors shall be filled by the remaining elected members of the Board of Directors, except where less than two elected members remain on the board any vacancy shall be filled by the Circuit Court of the county in which all or most of the district lies. The appointed or appointees shall act until the next biennial election at which a director or directors are elected to serve the remainder of the expired term.

### **ARTICLE III**

#### **OFFICERS:**

1. Number. The officers of the District shall be the Chairman of the Board, the Vice Chairman, the Secretary, the Treasurer, and the Fire Chief. The Secretary and the Treasurer may be the same person, and all such officers, except the Chairman of the Board, shall serve at the pleasure of the Board of Directors, and may be removed from office by the Board of Directors at any time.
2. The Vice Chairman. In the absence of the Chairman the Vice Chairman will assume the role of Chairman during a meeting of the Board of Directors. If any Chairman shall die, resign, or for any other reason be unable or unwilling to act or to continue to act as Chairman, during the term as Chairman, then the vice chairman, either until the resumption of office by the elected Chairman, or until the first meeting of the next calendar year when a successor is elected, as the case may be; a Director who is the elected Chairman and whose term as Director terminates or expires, thereby ceases to be Chairman.
3. The Secretary. The Secretary shall be appointed to office by resolution of the Board of Directors. The Secretary shall receive eighty-three dollars and 33 cents (\$83.33) a month as additional compensation for the performance of the duties of Secretary in accordance with Section 321.190 RSMo. The Secretary

shall keep in a permanent file a record of all proceedings, minutes of all meetings of the Board of Directors, certificates, contracts, bonds given by employees, and a record of corporate acts of the District, which shall be open to inspection of all owners of property in the district, as well as to all other interested party in accordance with 321.170 RSMo. The Secretary shall keep the minutes of the board and all other records of the fire protection district available for public inspection at the main firehouse within the district by appointment with the Secretary of the board within one week after a written request is made between the hours of 8:00 a.m. and 5:00 p.m. every day except Sunday, pursuant to 321.200 RSMo. and 610.023 RSMo. But the Secretary shall not permit any person to remove, damage deface or in any manner alter or change any such book or record, and the Secretary shall permit any such inspection only in their personal presence, unless otherwise directed by resolution of the Board of Directors. The Secretary shall also give all notices of elections, and all notices of public hearings, and all other notices of meetings or of other matters, which may be required by law or by these bylaws, or which may be directed by resolution of the Board of Directors. The Secretary shall also be custodian of the seal of said District, but they may permit the Legal Officer to hold the same. The Secretary shall see that said seal is duly affixed to all documents duly approved by the Board of Directors, for which affixation of said seal is necessary or appropriate. The Secretary shall also perform such other duties as may be assigned to the Secretary from time to time, by resolution of the Board of Directors.

4. The Treasurer. The Treasurer shall be appointed to office by resolution of the Board of Directors. The Treasurer may be paid such compensation for services as the Board may determine by resolution, but not more than the amount permitted by law under 321.190 RSMo. The Treasurer shall keep strict and accurate accounts of all money received by and disbursed for and on behalf of the District in permanent records. The Treasurer shall file with the Clerk of the Greene County Circuit Court, at the expense of the said District, a corporate fidelity bond in an amount to be determined by the Board of Directors from time to time, by resolution, but for not less than five thousand dollars (\$5,000), said bond to be conditioned on the faithful performance of the duties of office. The Treasurer shall file in the office of the County Clerk of each county in which all or part of the district lies, on behalf of the Board of Directors, on or before April first of each calendar year, a detailed financial statement for the preceding calendar year of the District. The Treasurer shall also have charge of and be responsible for all funds of said District, shall receive and give receipts for money due and payable to said District from any source whatever, shall promptly deposit all funds of said District in the name of said District in such bank or banks or other depositories as may be directed from time to time by resolution of the Board of Directors, and shall write all checks which may be issued by said District and shall sign or counter-sign checks as authorized by the Board of Directors. The Treasurer shall also perform such other duties as may be assigned to from time to time, by resolution of the Board of Directors.
5. The Fire Chief. The Fire Chief shall be appointed to office by resolution of the Board of Directors. The Fire Chief may be paid such compensation for services as the Board, from time to time, may determine by resolution. The Fire Chief shall plan, organize, train, supervise, and direct all the operating and consulting staff, personnel, and staff of the District, which is engaged in the work of firefighting and fire protection. The Fire Chief shall also be always responsible for proper maintenance of all firefighting and fire-prevention equipment of the District and shall further be responsible to always ensure that the District provides the best possible firefighting and fire prevention services to the people and property within said District. The Fire Chief shall also act as technical consultant to the Board of Directors in matters relating to firefighting and fire prevention techniques, personnel, equipment, training, and planning. The Fire Chief shall also perform such other duties as may be assigned from time to time, by resolution of the Board of Directors in the manner provided by law.
6. The Fire Marshal. The Fire Marshal shall be the Fire Chief, unless otherwise appointed by the Board of Directors. If the Board of Directors elects a Fire Marshal, separate and apart from the Fire Chief, the Fire Chief may delegate duties to the Fire Marshal, as approved by the Board of Directors.
7. Firefighting Staff. A Director may not serve as an active member of the firefighting staff during his tenure in office.

8. Work Time. Nothing in these bylaws shall be construed to require that any Director of the District devote full time to his said Directorship, office, or other capacity.
9. Attendance at Directors' Meetings. The Fire Chief shall attend any meeting of the Board of Directors, and may be permitted to speak there, but shall have no vote. The Board may entertain the presentations of other persons wishing to speak to the Board, from time to time, as the Board of Directors may deem suitable.

#### **ARTICLE IV**

##### **OTHER PERSONNEL:**

1. Firefighting Personnel. The Board of Directors shall authorize, by resolution, the number of volunteers, paid part-time, paid full-time firefighters, staff officers, staff, personnel, employees, and any other firefighting, fire prevention and equipment maintenance personnel ("positions") that may be hired to serve the District. The Fire Chief shall nominate individuals to the Board to fill the positions created by the Board of Directors and the Board of Directors may appoint from among such nominees to fill the positions created by the Board. The Fire Chief may also recommend to the Board of Directors the dismissal of any agent, employee engineer, attorney, including paid part-time, paid full-time firefighters, staff officers, staff, personnel, and any other firefighting, fire prevention, and equipment maintenance personnel of the District. However, any such dismissal must be approved by the Board of Directors.
2. Operating and Consulting Staff: The Board of Directors, from time to time, by resolution, may provide for operating and/or consulting personnel of the District, to be appointed and discharged only by the Board of Directors, by resolution. Such personnel may be paid such compensation for their services as the Board, from time to time, may determine resolution.
3. Advisory Board: The Board of Directors may appoint an Advisory Board at their discretion, to address a specific need. The Advisory Board shall consist of such number of persons, residents within the District, as may be provided, from time to time, by resolution of the Board of Directors. Members of the Advisory Board shall not receive any compensation as such but may also be officers or operating personnel of said District, receiving compensation in such capacity. The Advisory Board shall be appointed by the Board of Directors, by resolution, to serve at the pleasure of the Board. The Advisory Board shall elect a Chairman from among its members and may meet from time to time as they may decide and may advise and consult with the Board of Directors on any matter relating to the business, property, or affairs of the District, but their recommendation shall be advisory only, and shall not be mandatory upon the Board of Directors. The Board of Directors may also refer any matter to the Advisory Board, from time to time, for their opinion or advice, and the Advisory Board shall consider any such matter promptly. The Advisory Board may adopt an opinion, advice, or recommendation by majority vote of all the members of the Advisory Board. The Advisory Board shall report their opinion, advice or recommendation of any matter referred to the Advisory Board by the Board of Directors as promptly as possible.
4. No officer or employee of the District shall be relative within the fourth degree, by consanguinity or affinity, to a member of the Board of Directors. If an officer or employee is employed in violation of this section, the Director shall be given the option of resigning from the Board of Directors. If the Director does not resign, the officer or employee causing this violation shall be terminated. Similarly, no Director shall be relative within the fourth degree, by consanguinity or affinity, to another member of the Board of Directors. Therefore, no person shall file for election to the Board of Directors if his/her election would cause a violation of this policy. This nepotism policy shall not apply to any individuals who would be in violation of this policy on the date of its enactment.

## ARTICLE V

### BUSINESS AND FUNDS:

1. **Contracts:** The Board of Directors, by resolution, may enter into any contract or execute and deliver any instrument in the name of and on behalf of the District pursuant to 321.220(4) RSMo. However, no construction or purchase contract for work or materials or both, involving an expense of ten thousand dollars or more, shall be entered into, unless a notice for bids shall first be published once a week for three consecutive weeks in at least one newspaper of general circulation in Greene County, not less than fourteen days, excluding the day of the first publication, to intervene between the first publication and the last publication; but no such notice shall be required for contracts hiring or retaining agents, employees, engineers, and attorneys, including part time or volunteer firefighters.
2. **Loans:** No loans shall be contracted on behalf of said District, and no evidence of indebtedness shall be issued in its name, unless first authorized by resolution of the Board of Directors. Such authority may be general or confined to specific instances. However, no loan or indebtedness in an amount exceeding in any year the income and revenue provided for such year plus any unencumbered balances from previous years shall be entered into without submission of the proposition of issuing obligations or bonds, or creating other indebtedness, to the voters of the election and approval of the voters. No submission shall be made to the voters of the election unless the Board of Directors determines, by resolution, that the interest of the district and the public interest or necessity demand the acquisition, construction, installation, or completion of any works or other improvements or facilities, or the making of any contract with the United States or other persons or corporations, to carry out the objects or purposes of said district, and requiring the creation of the previously mentioned indebtedness.
3. **Deposits.** All funds of the District shall be deposited, promptly after receipt, in the name of said District, in such banks or other depositories as the Board of Directors may select from time to time, by resolution.
4. **Payments.** All Battlefield Fire Protection District employees' net pay will be deposited by direct deposit into a designated checking or savings account selected by the individual. A Battlefield Fire Protection District employee must complete a Payroll Direct Deposit application which authorizes the District to deposit the employee's net pay into a designated checking or savings account. No other payment of the funds of the Battlefield Fire Protection District other than employees' net pay which is direct deposited at the employee's choosing shall be made except by check. Any claimant of any payment due them from said District shall present their bill to the District. Bills shall be presented to the Treasurer for payment only after the Fire Chief has reviewed the bills and verified that there is a need for payment and the amount of the bill is accurate following verification from the Fire Chief of the need for payment of the bill. The Fire Chief may verify the bills for any item(s) which are re-occurring, or a budgeted item as determined by the Board of Directors. Upon verification by the Fire Chief, the Treasurer is directed to issue a check to such claimant for the amount approved. The Treasurer is then directed to present the issued checks, along with the bills, to the Board of Directors for approval and signature. Any item which is not a re-occurring or budgeted expense shall require verification and approval of the Board of Directors prior to payment of said item.
5. **Tax Rate:** Not later than the regularly scheduled meeting in August of each year, the Board of Directors shall determine the amount of money necessary for the operations of said District, and not later than the regularly scheduled meeting in August of each year, the Board shall duly determine the tax rate and certify the same to the County Clerk by no later than September 1 of that same year.
6. **Change of Boundaries:** Any petition for change of the boundaries of said District shall be filed with the Board of Directors, and the Board and the Secretary shall thereupon act thereon, in the manner provided by law.
7. **Fiscal Year:** The fiscal year of said District shall be the fiscal year fixed by law.

8. Seal: The seal of said District shall consist of the name of said District in the form of a circle, with the word "Seal" in the center of said circle.
9. Budgets: During each fiscal year, not later than the last day of that fiscal year, the Board of Directors shall adopt a budget for the upcoming year for the general operating fund of the District, and for every special fund of the District of any kind, in such manner as may be provided by law.

#### **ARTICLE IV**

##### **ORDINANCE:**

1. Scope: Ordinances of the District may be drawn, amended, altered, and repealed by resolution of the Board of Directors at any meeting of the Board, but all such ordinances shall be consistent with the law relating to Fire Protection Districts.
2. Introduction: Any Director may propose the adoption, amendment, alteration or repeal of any ordinance, to the Board of Directors, at any regular meeting of the Board, or at any special meeting called for that purpose, either by presenting such ordinance, or any amendment, alteration, or repeal of any ordinance, in full documentary form, or by suggesting to the Board the general scope and field of such ordinance, amendment, alteration or repeal. If the proposal is made by the latter method, by suggestion, and if, on motion, the Board shall approve such suggestion, by resolution, then such suggestion shall be referred to the Legal Officer, who shall draft the full documentary form thereof as quickly as may be practical and shall report the same back to the Board promptly after such drafting.
3. Vote: The presentation of the full documentary form of any ordinance, amendment, alteration, or repeal of any ordinance to the Board, shall automatically be taken as a motion by the Director presenting the same, or who originally suggested the same, moving the passage thereof. However, no vote shall be taken on such motion until the full final text thereof has been read at length to the Board, and opportunity given for further amendment thereof, and for discussion thereof. If the Board shall adopt such motion, then the same shall become effective as an ordinance, or as an amendment, alteration or repeal of any ordinance, ten days after the adoption of such motion (but not including the date on which the vote is taken.)
4. Emergency: If any such full documentary form shall include a finding by the Board that an emergency exists, requiring the immediate effectiveness of such ordinance, amendment, alteration, or repeal of any ordinance, then the same shall become effective immediately upon adoption.
5. Signatures: All ordinances, and all amendments, alterations or repeals thereof, shall be signed by the Chairman, and attested by the Secretary of the Board, as promptly after the adoption thereof as possible.
6. Records and Numbering: The Secretary shall maintain a register of all proposed ordinances, showing the title thereof, and the number assigned to such proposal, which numbers shall be assigned in chronological order, and showing the ordinance number, the date of adoption, and the effective date, if the same is adopted as an ordinance. Ordinance numbers shall also be assigned in chronological order. All such proposals, and all ordinances adopted, shall be included in the minutes of the proper meetings, at length, on presentation, and on adoption; but may be referred to by title or number when discussed at any meeting. The Secretary shall also maintain an Ordinance Book, in which he shall keep true copies of every adopted ordinance, in numerical order, which shall be available to inspection by any interested person, by appointment with the Secretary of the Board pursuant to 321.200 RSMo.
7. Form: A resolution adopting an ordinance, or any amendment, alteration, or repeal of any ordinance, shall be in the following form:
  - a. RESOLVED that, WHEREAS (and here may follow recitations of supporting facts, if any); and

- b. WHEREAS the Board of Directors find that such matters may properly be provided by ordinance; AND
- c. NOW, THEREFORE, BE IT ORDAINED by the Board of Directors: ORDINANCE NO. \_\_ \_
- d. An ordinance providing for (here insert Title) (And follow with the body of the ordinance, numbered by sections, as may be appropriate.)
- e. No variance from the above form shall affect the validity of an ordinance, or any amendment, alteration, or repeal of any ordinance.

**ARTICLE VII**

**AMENDMENTS TO BYLAWS:**

1. Generally: These bylaws may be amended, repealed, or altered, and new bylaws may be adopted at any regular meeting of the Board of Directors, or at any special meeting called for that purpose, by resolution of the Board. Promptly after the adoption of any such resolution, the Secretary shall make a notation on the original copy of these bylaws, in the minute book, opposite the proper section, of amendment or addition thereto, or repeal thereof, as may be appropriate, and shall insert the text thereof at the end of these bylaws in such book.

THESE BYLAWS ADOPTED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

BATTLEFIELD FIRE PROTECTION DISTRICT BOARD MEMBERS

By:

Chairman of the Board	Vice Chairman
Secretary/Treasurer	Director
Director	Fire Chief

ATTEST:

\_\_\_\_\_  
Secretary, Battlefield Fire Protection District

## Board Meeting Guests

### 1200.1 BOARD MEETINGS

#### Agency Content

The Board of Directors invites constituents of the District to attend board meetings and will allow a limited time for the citizens to present questions or matters of concern. A standing item of "Guests/Public Comments" will be included on all regular meeting agendas.

### 1200.2 GUEST PARAMETERS

#### Agency Content

Citizens of the District who wish to present any matter of business regarding the Fire District shall state their name and address to be included in the board meeting minutes. The Chairperson shall recognize no more than three (3) citizens per topic or issue. Each citizen will have five (5) minutes for their presentation unless the time is increased or decreased by a majority of the Board. Citizens should anticipate that the Board will take no action at that time, but all items will be taken under consideration. This forum is allowed only for issues, not personality differences. The Chairperson reserves the right to cancel the remaining time of a citizen, if the presentation is simply a repetition of the same issues, with no additional information.

This policy shall not limit any employee, or their spouse from approaching the Board of Directors regarding issues, comments, or concerns that affect the organization as a whole. However, issues, comments or concerns that solely affect an individual employee must go through the Chain of Command.

### 1200.3 FORMAL PRESENTATIONS

#### Agency Content

Citizens of the District who wish to have items of business or concerns placed on the formal agenda shall make a written request to the Fire Chief no less than seven (7) calendar days in advance of the regularly scheduled board meeting. The written request should provide an outline of their concerns. The citizen shall have a minimum of fifteen (15) minutes for their presentation. The above rules also apply to formal presentations.

### 1200.4 BOARD APPROVAL

#### Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on

## Board of Directors By-Laws

### 105.1 BY-LAWS

**Agency Content**

In accordance with RSMO 321. 220 (12), the Battlefield Fire Protection District Board of Directors is permitted to adopt and amend bylaws necessary for the carrying on of the business, objects, and affairs of the board and of the district

[See attachment: BFPD BOD LAWS WITH ALL SIGNATURES.pdf](#)

## Attachments

# BFPD BOD LAWS WITH ALL SIGNATURES.pdf

BY LAWS OF THE  
BATTLEFIELD FIRE PROTECTION DISTRICT

ARTICLE I

DIRECTORS:

1. The Board of Directors of the BATTLEFIELD FIRE PROTECTION DISTRICT shall consist of five (5) persons duly elected or appointed to office, from time to time, according to the provisions of Chapter 321, R.S.Mo.

2. General Powers: The Board of Directors shall have the powers, authority, and privileges found in 321.220 R.S.Mo., for the purpose of providing fire protection to the property within the District. The business and affairs and property of the District shall be managed by the Board of Directors, but the Board of Directors, from time to time, may delegate functions and responsibilities to officers, agents or employees of the District, in any manner consistent with law, either by provision in these Bylaws or any amendment hereto, or by duly adopted resolution, or by duly adopted ordinance. However, the Board of Directors shall not delegate to any person or organization any legislative or contractual power of the District, nor any duty or responsibility, which is by law imposed upon the Board of Directors.

3. Quorum: Three members of the Board of Directors shall constitute a quorum, at any meeting.

4. Chairman: The Board of Directors shall elect one of its members as Chairman, at the first regular meeting of the Board of Directors in each year following the April election, to serve as Chairman until the first regular meeting in the next year, or until the successor as Chairman is so elected. If any Chairman shall die, resign, or for any other reason be unable or unwilling to act or to continue to act as Chairman, during the term as Chairman, then the vice chairman, either until the resumption of office by the elected Chairman, or until the first meeting of the next year when a successor is elected, as the case may be; a Director who is the elected Chairman and whose term as Director terminates or expires, thereby ceases to be Chairman.

5. Meetings: The Board of Directors shall hold a regular meeting not less than once each calendar month, at such time and place as may be fixed by resolution of the Board, which resolution may be adopted at any meeting for the next one or more meetings. Notice of the time and place of future regular meetings of the Board of Directors shall be posted by the Secretary of the Board continuously at the firehouse or firehouses of the district in accordance with the provisions of Chapter 321.200 and 610.010 R.S.Mo. No business shall be transacted unless a quorum is present.

6. Special Meetings: Special meetings of the Board of Directors may be called at any time by the Chairman, or upon instruction by the Secretary of the Board, provided that the Chairman shall first give at least two days notice of the time and place of any special meeting to the other two Directors, by personal notification. On consent of all five Directors, special meetings may be held at any time and at a place where regular meetings are held, with public notice of such meeting pursuant to Chapter 610.010 R.S.Mo., but the minutes of any such meeting shall set forth such consent, in any form of statement, and all five Directors shall sign such minutes, or such meeting shall be invalid and ineffective. At any special meeting, only such business shall be considered as has been stated by the Chairman in the notice, or as is agreed by all five Directors.

12. Expenses. No Director shall incur any expenses, or for or on behalf of the Board of Directors, or for or on behalf of the District, unless authorized by duly adopted resolution or ordinance of the Board of Directors, prior to the incurring thereof. Any such expenditure must be actual expenditures in the performance of the Director's duties on behalf of the District. Authorized expenses of any Directors shall be reimbursed by the Treasurer out of the funds of the District, but only after the respective Director shall first have presented to the Board of Directors the expense account, which shall have been approved by the Board of Directors.

13. Vacancies. Any vacancies of the Board of Directors shall be filled by the remaining elected members of the Board of Directors, except where less than two elected members remain on the board any vacancy shall be filled by the Circuit Court of the county in which all or most of the district lies. The appointed or appointees shall act until the next biennial election at which a director or directors are elected to serve the remainder of the expired term.

## ARTICLE II

### OFFICERS:

1. Number. The officers of the District shall be the Chairman of the Board, the Vice Chairman, the Secretary, the Treasurer, and the Fire Chief. The Secretary and the Treasurer may be the same person, and all such officers, except the Chairman of the Board, shall serve at the pleasure of the Board of Directors, and may be removed from office by the Board of Directors at any time.

2. The Vice Chairman. In the absence of the Chairman the Vice Chairman will assume the role of Chairman during a meeting of the Board of Directors. If any Chairman shall die, resign, or for any other reason be unable or unwilling to act or to continue to act as Chairman, during the term as Chairman, then the vice chairman, either until the resumption of office by the elected Chairman, or until the first meeting of the next calendar year when a successor is elected, as the case may be; a Director who is the elected Chairman and whose term as Director terminates or expires, thereby ceases to be Chairman.

3. The Secretary. The Secretary shall be appointed to office by resolution of the Board of Directors. The Secretary shall receive eighty-three dollars and 33 cents (\$83.33) a month as additional compensation for the performance of the duties of Secretary in accordance with Section 321.190 R.S.Mo. The Secretary shall keep in a permanent file a record of all proceedings, minutes of all meetings of the Board of Directors, certificates, contracts, bonds given by employees, and a record of corporate acts of the District, which shall be open to inspection of all owners of property in the district, as well as to all other interested party in accordance with 321.170 R.S.Mo. The Secretary shall keep the minutes of the board and all other records of the fire protection district available for public inspection at the main firehouse within the district by appointment with the Secretary of the board within one week after a written request is made between the hours of 8:00 a.m. and 5:00 p.m. every day except Sunday, pursuant to 321.200 R.S.Mo. and 610.023 R.S.Mo. But the Secretary shall not permit any person to remove, damage deface or in any manner alter or change any such book or record, and the Secretary shall permit any such inspection only in their personal presence, unless otherwise directed by resolution of the Board of Directors. The Secretary shall also give all notices of elections, and all notices of public hearings, and all other notices of meetings or of other matters, which may be required by law or by these By-Laws, or which may be directed by resolution of the Board of Directors. The Secretary shall also be custodian of the seal of said District, but they may permit the Legal Officer to hold the same. The Secretary shall see that said seal is duly

### ARTICLE III

#### OTHER PERSONNEL:

1. Firefighting Personnel. The Board of Directors shall authorize, by resolution, the number of volunteers, paid part-time, paid full-time firefighters, staff officers, staff, personnel, employees, and any other firefighting, fire prevention and equipment maintenance personnel ("positions") that may be hired to serve the District. The Fire Chief shall nominate individuals to the Board to fill the positions created by the Board of Directors and the Board of Directors may appoint from among such nominees to fill the positions created by the Board. The Fire Chief may also recommend to the Board of Directors the dismissal of any agent, employee engineer, attorney, including paid part-time, paid full-time firefighters, staff officers, staff, personnel, and any other firefighting, fire prevention, and equipment maintenance personnel of the District. However, any such dismissal must be approved by the Board of Directors.
2. Operating and Consulting Staff: The Board of Directors, from time to time, by resolution, may provide for operating and/or consulting personnel of the District, to be appointed and discharged only by the Board of Directors, by resolution. Such personnel may be paid such compensation for their services as the Board, from time to time, may determine resolution.
3. Advisory Board: The Board of Directors may appoint an Advisory Board at their discretion, to address a specific need. The Advisory Board shall consist of such number of persons, residents within the District, as may be provided, from time to time, by resolution of the Board of Directors. Members of the Advisory Board shall not receive any compensation as such but may be also officers or operating personnel of said District, receiving compensation in such capacity. The Advisory Board shall be appointed by the Board of Directors, by resolution, to serve at the pleasure of the Board. The Advisory Board shall elect a Chairman from among its members and may meet from time to time as they may decide and may advise and consult with the Board of Directors on any matter relating to the business, property or affairs of the District, but their recommendation shall be advisory only, and shall not be mandatory upon the Board of Directors. The Board of Directors may also refer any matter to the Advisory Board, from time to time, for their opinion or advice, and the Advisory Board shall consider any such matter promptly. The Advisory Board may adopt an opinion, advice or recommendation by majority vote of all the members of the Advisory Board. The Advisory Board shall report their opinion, advice or recommendation of any matter referred to the Advisory Board by the Board of Directors as promptly as possible.
4. No officer or employee of the District shall be relative within the fourth degree, by consanguinity or affinity, to a member of the Board of Directors. If an officer or employee is employed in violation of this section, the Director shall be given the option of resigning from the Board of Directors. If the Director does not resign, the officer or employee causing this violation shall be terminated. Similarly, no Director shall be relative within the fourth degree, by consanguinity or affinity, to another member of the Board of Directors. Therefore, no person shall file for election to the Board of Directors if his/her election would cause a violation of this policy. This nepotism policy shall not apply to any individuals who would be in violation of this policy on the date of its enactment.

and signature. Any item which is not a re-occurring or budgeted expense shall require verification and approval of the Board of Directors prior to payment of said item.

5. Tax Rate: Not later than the regularly scheduled meeting in August of each year, the Board of Directors shall determine the amount of money necessary for the operations of said District, and not later than the regularly scheduled meeting in August of each year, the Board shall duly determine the tax rate and certify the same to the County Clerk by no later than September 1 of that same year.

6. Change of Boundaries: Any petition for change of the boundaries of said District shall be filed with the Board of Directors, and the Board and the Secretary shall thereupon act thereon, in the manner provided by law.

7. Fiscal Year: The fiscal year of said District shall be the fiscal year fixed by law.

8. Seal: The seal of said District shall consist of the name of said District in the form of a circle, with the word "Seal" in the center of said circle.

9. Budgets: During each fiscal year, not later than the last day of that fiscal year, the Board of Directors shall adopt a budget for the upcoming year for the general operating fund of the District, and for every special fund of the District of any kind, in such manner as may be provided by law.

## ARTICLE V

### ORDINANCE:

1. Scope: Ordinances of the District may be drawn, amended, altered, and repealed by resolution of the Board of Directors at any meeting of the Board, but all such ordinances shall be consistent with the law relating to Fire Protection Districts.

2. Introduction: Any Director may propose the adoption, amendment, alteration or repeal of any ordinance, to the Board of Directors, at any regular meeting of the Board, or at any special meeting called for that purpose, either by presenting such ordinance, or any amendment, alteration, or repeal of any ordinance, in full documentary form, or by suggesting to the Board the general scope and field of such ordinance, amendment, alteration or repeal. If the proposal is made by the latter method, by suggestion, and if, on motion, the Board shall approve such suggestion, by resolution, then such suggestion shall be referred to the Legal Officer, who shall draft the full documentary form thereof as quickly as may be practical and shall report the same back to the Board promptly after such drafting.

3. Vote: The presentation of the full documentary form of any ordinance, amendment, alteration, or repeal of any ordinance to the Board, shall automatically be taken as a motion by the Director presenting the same, or who originally suggested the same, moving the passage thereof. However, no vote shall be taken on such motion until the full final text thereof has been read at length to the Board, and opportunity given for further amendment thereof, and for discussion thereof. If the Board shall adopt such motion, then the same shall become effective as an ordinance, or as an amendment, alteration or repeal of any ordinance, ten days after the adoption of such motion (but not including the date on which the vote is taken.)

4. Emergency: If any such full documentary form shall include a finding by the Board that an emergency exists, requiring the immediate effectiveness of such ordinance, amendment,

**ARTICLE VII**

**DEFINITIONS:**

1. "Board." Wherever, in these by-laws, the word "board" is used, it shall be construed to mean the Board of Directors of the Battlefield Fire Protection District.
2. "District." Wherever, in these by-laws, the word "District" is used, it shall be construed to mean the Battlefield Fire Protection District.
3. "Director." Wherever, in these by-laws, the word "Director" is used, it shall be construed to mean any person then qualified and acting as a member of the Board of Directors of the Battlefield Fire Protection District.
4. "Law." Wherever, in these by-laws, anything is directed to be done according to "law", such word shall be construed to mean the Statues of Missouri then in force.

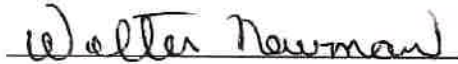
THESE BY-LAWS ADOPTED ON THIS 14<sup>th</sup> DAY OF December, 2021.

BATTLEFIELD FIRE PROTECTION DISTRICT BOARD MEMBERS

By:   
Trevor Crist Chairman

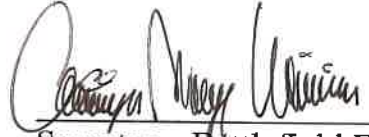
  
Danny Perches Vice-Chairman

  
Darrell Decker Secretary/Treasurer

  
Walter Newman Director

  
Shana Janke Director

ATTEST:



Secretary, Battlefield Fire Protection District





## 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

- We updated the district health insurance plans which included the addition of the HSA. One person signed up for this.
- I passed off my responsibilities for the Queen City Area Association of Fire Chiefs.
- I traveled to Glendale AZ for the IAFC Community Risk Reduction Leadership conference. I gave two presentations for this conference.
- I completed interviews for the list provided to hire.
- We have started our 5-year strategic plan through ESCI. We have several meetings in the next week with more information to follow.
- I attended the IAFC Missouri Valley Division conference where I was installed as the 2<sup>nd</sup> VP starting a 4-year term ending as Past-President.
- We have an issue with The Standard on our life insurance premium. I will have more information to share at the meeting.

### Operations – Deputy Chief Reynolds

- April run statistics
  - Calls = 172 (-6.1% change from previous year)
    - 6 Building fires
    - Previous year = 183
    - YTD 2024 = 940
  - Average Response = 5.37 minutes
    - YTD = 5.59 minutes
    - Target is 7.00 minutes.
  - Turnout time = 1:20
    - YTD = 1:20
    - Target is 1:30
- Lexipol on-boarding:
  - 105 – Board By-Laws
  - 1200 – Board Meeting Guests
- AFG Grant – Submitted. Still awaiting review. I will give updates every month until we have a disposition. First round of review has been completed.
- The F150 has yet to be delivered. We have no idea where it is.
- We are working through updating our Mutual Aid agreements and automatic aid addendums with all our surrounding jurisdictions.
  - This will be an ongoing project.
- Taught Fire Officer 3 here at BFPD.
- Taught Active Shooter for GCSO Academy.
- I will be on vacation from June 26<sup>th</sup> thru July 2<sup>nd</sup>.

### Support Services – Division Chief Anderson (as of 6-1-24)

#### Community Risk Reduction Activities

- Total contacts made through social media, the District website and Google Business for April 2024= 16,738.

*"We Serve"*



## BATTLEFIELD FIRE PROTECTION DISTRICT

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- District personnel installed 7 smoke alarms, 1 strobe smoke alarm, and replaced 2 smoke alarm batteries for citizens.
- Continued working on development of the District's community risk assessment.
- Attended the Community Risk Reduction Leadership (CRRL) conference.
- Attended two meetings of the SWMO Drug Poisoning Taskforce.
- Attended the City of Battlefield Board of Alderman meeting.
- Attended a PR event with Springfield Fire and the Red Cross to discuss smoke alarms for the hearing impaired.
- Attended a meeting of the District's CRR committee.
- Provided a community CPR class for area citizens.
- Attended a meeting of the IAFC Cooking Fire Prevention Task Force.
- Proctored a written exam in Ozark for the Division of Fire Safety.
- Attended a meeting with Springfield Fire to discuss the home oxygen therapy initiative.
- Taught an emergency vehicle driver training course for Webster County.
- Taught an Incident Safety Officer course for Region D fire service personnel.
- The District hosted a Car Seat Installation Technician Clinic for the Safe Kids organization.

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

- The District had no work comp claims for this period.
- Continued to monitor active work comp claims.
- Attended meetings to prepare for medical insurance open enrollment.
- Attended a meeting to review implementation of the District's new HSA plan.
- Began working on development of the District's strategic plan update.
- Attended a meeting with First Due to review RMS software.
- Attended a meeting of the District's Safety Committee.

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

- Training hours for May: 1,309 hours
  - YTD Hours = 8,053 hours
    - 2023 YTD Hours = 5,726 hours
- I participated in the full-scale airport exercise as a member of the exercise command staff.
- I attended an Exercise Planning Workgroup meeting for Greene County OEM.
- I ordered our new SCBAs. We were able to come in under budget. We will not pay until we have received the packs and in service training on them.
- I continue to work with the architect firm for the maintenance building project.
- 5 of our live fire instructors and I conducted the in-service training on the new LP props.
- The EMT class is ongoing. Capt. Chubb is doing a great job with it.
- I conducted probationary test out for 4 of our firefighters. They all passed.
- BC Crump, Capt. Childs, FF Gertiser and I did interviews for our three vacant positions.
- I will have a hiring list for your approval at the meeting.



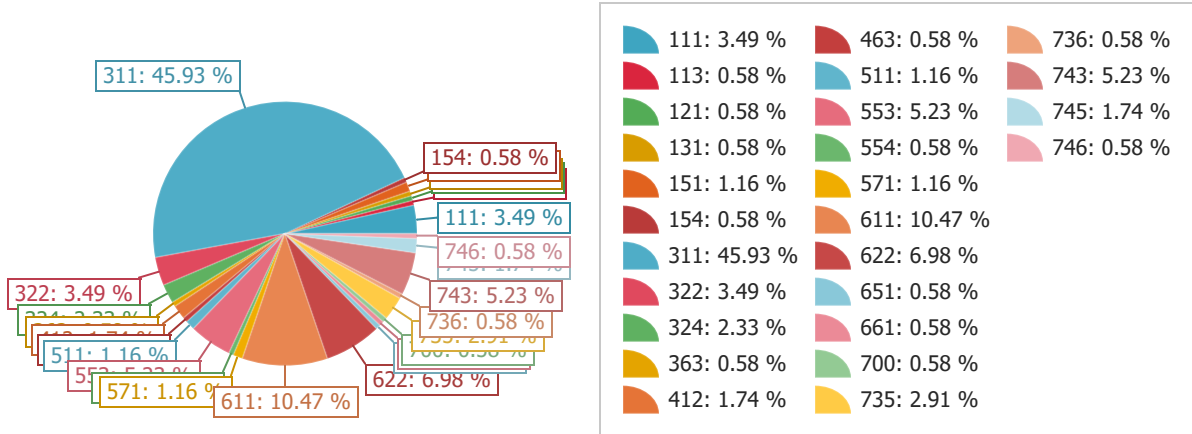
# BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

## Incident Reports By Incident Type, Summary



Incident Type	Total Incidents	Percent
111 - Building fire	6	3.49%
113 - Cooking fire, confined to container	1	0.58%
121 - Fire in mobile home used as fixed residence	1	0.58%
131 - Passenger vehicle fire	1	0.58%
151 - Outside rubbish, trash or waste fire	2	1.16%
154 - Dumpster or other outside trash receptacle fire	1	0.58%
311 - Medical assist, assist EMS crew	79	45.93%
322 - Motor vehicle accident with injuries	6	3.49%
324 - Motor vehicle accident with no injuries.	4	2.33%
363 - Swift water rescue	1	0.58%
412 - Gas leak (natural gas or LPG)	3	1.74%
463 - Vehicle accident, general cleanup	1	0.58%
511 - Lock-out	2	1.16%
553 - Public service	9	5.23%
554 - Assist invalid	1	0.58%
571 - Cover assignment, standby, moveup	2	1.16%
611 - Dispatched & canceled en route	18	10.47%

<b>Incident Type</b>	<b>Total Incidents</b>	<b>Percent</b>
622 - No incident found on arrival at dispatch address	12	6.98%
651 - Smoke scare, odor of smoke	1	0.58%
661 - EMS call, party transported by non-fire agency	1	0.58%
700 - False alarm or false call, other	1	0.58%
735 - Alarm system sounded due to malfunction	5	2.91%
736 - CO detector activation due to malfunction	1	0.58%
743 - Smoke detector activation, no fire - unintentional	9	5.23%
745 - Alarm system activation, no fire - unintentional	3	1.74%
746 - Carbon monoxide detector activation, no CO	1	0.58%

**Total Number of Incidents: 172**

**Total Number of Incident Types: 26**



# BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

## Department Turnout Time by Shift

**Department Average Turnout: 01:20**

Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2400916	05/28/24 05:11:45	05/28/2024 05:13:39	01:54

**Shift Average Turnout: 00:57**

### A SHIFT

Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2400892	05/22/24 18:32:35	05/22/2024 18:35:30	02:55
2400846	05/17/24 02:08:58	05/17/2024 02:11:49	02:51
2400852	05/17/24 23:58:11	05/18/2024 00:00:43	02:32
2400850	05/18/24 02:07:35	05/18/2024 02:09:48	02:13
2400888	05/23/24 01:07:28	05/23/2024 01:09:38	02:10
2400804	05/06/24 06:07:04	05/06/2024 06:09:14	02:10
2400922	05/28/24 23:28:06	05/28/2024 23:30:13	02:07
2400924	05/29/24 07:51:53	05/29/2024 07:53:59	02:06
2400931	05/29/24 00:07:58	05/29/2024 00:10:03	02:05
2400923	05/29/24 06:01:10	05/29/2024 06:03:14	02:04
2400848	05/17/24 21:06:52	05/17/2024 21:08:51	01:59
2400887	05/22/24 23:43:59	05/22/2024 23:45:57	01:58
2400793	05/04/24 23:44:38	05/04/2024 23:46:27	01:49
2400885	05/22/24 18:44:15	05/22/2024 18:46:04	01:49
2400794	05/05/24 23:49:51	05/05/2024 23:51:38	01:47
2400890	05/22/24 07:48:14	05/22/2024 07:49:59	01:45
2400927	05/29/24 07:45:10	05/29/2024 07:46:50	01:40

2400929	05/29/24 17:19:49	05/29/2024 17:21:27	01:38
2400795	05/05/24 23:42:29	05/05/2024 23:44:06	01:37
2400886	05/22/24 10:21:41	05/22/2024 10:23:18	01:37
2400919	05/28/24 18:26:30	05/28/2024 18:28:05	01:35
2400845	05/16/24 12:10:17	05/16/2024 12:11:37	01:20
2400790	05/05/24 11:04:27	05/05/2024 11:05:47	01:20
2400843	05/16/24 21:12:05	05/16/2024 21:13:24	01:19
2400889	05/23/24 12:54:13	05/23/2024 12:55:32	01:19
2400842	05/16/24 17:21:38	05/16/2024 17:22:56	01:18
2400849	05/17/24 17:58:02	05/17/2024 17:59:19	01:17
2400928	05/29/24 11:45:19	05/29/2024 11:46:32	01:13
2400818	05/11/24 16:43:53	05/11/2024 16:45:05	01:12
2400926	05/28/24 20:05:26	05/28/2024 20:06:38	01:12
2400792	05/04/24 12:10:06	05/04/2024 12:11:14	01:08
2400894	05/23/24 20:01:53	05/23/2024 20:02:58	01:05
2400789	05/04/24 09:23:55	05/04/2024 09:24:56	01:01
2400895	05/23/24 19:27:13	05/23/2024 19:28:14	01:01
2400918	05/28/24 14:35:28	05/28/2024 14:36:26	00:58
2400925	05/28/24 21:28:15	05/28/2024 21:29:11	00:56
2400920	05/28/24 12:11:48	05/28/2024 12:12:43	00:55
2400893	05/23/24 08:06:47	05/23/2024 08:07:42	00:55
2400791	05/04/24 09:36:15	05/04/2024 09:37:10	00:55
2400819	05/04/24 19:47:59	05/04/2024 19:48:51	00:52
2400844	05/11/24 19:47:59	05/11/2024 19:48:51	00:52
2400847	05/17/24 14:25:12	05/17/2024 14:26:03	00:51
2400851	05/17/24 19:29:39	05/17/2024 19:30:29	00:50
2400788	05/04/24 20:11:38	05/04/2024 20:12:27	00:49
2400841	05/16/24 07:52:48	05/16/2024 07:53:34	00:46
2400883	05/22/24 10:42:17	05/22/2024 10:42:58	00:41
2400884	05/22/24 11:10:52	05/22/2024 11:11:26	00:34
2400917	05/28/24 14:00:39	05/28/2024 14:00:45	00:06
2400921	05/28/24 14:35:22	05/28/2024 14:35:25	00:03
2400891	05/23/24 13:56:58	05/23/2024 13:56:59	00:01
2400787	05/04/24 10:15:04	05/04/2024 10:15:04	00:00

**Shift Average Turnout: 0-204655**

B SHIFT			
Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2400940	05/31/24 16:32:08	05/31/2024 16:36:03	03:55
2400821	05/12/24 17:30:39	05/12/2024 17:34:03	03:24
2400905	05/25/24 16:08:24	05/25/2024 16:11:19	02:55
2400855	05/13/24 07:31:35	05/13/2024 07:34:26	02:51
2400864	05/20/24 03:37:30	05/20/2024 03:40:18	02:48
2400825	05/13/24 00:40:54	05/13/2024 00:43:34	02:40
2400896	05/24/24 16:40:33	05/24/2024 16:43:07	02:34
2400770	05/01/24 07:10:52	05/01/2024 07:13:11	02:19
2400897	05/25/24 04:19:50	05/25/2024 04:22:06	02:16
2400853	05/12/24 11:43:21	05/12/2024 11:45:35	02:14
2400903	05/25/24 08:54:46	05/25/2024 08:56:57	02:11
2400826	05/13/24 04:22:53	05/13/2024 04:24:54	02:01
2400863	05/20/24 02:30:56	05/20/2024 02:32:53	01:57
2400857	05/18/24 23:03:12	05/18/2024 23:05:07	01:55
2400773	05/02/24 03:31:05	05/02/2024 03:32:54	01:49
2400944	05/31/24 18:36:34	05/31/2024 18:38:22	01:48
2400798	05/07/24 00:10:50	05/07/2024 00:12:37	01:47
2400799	05/07/24 00:31:47	05/07/2024 00:33:32	01:45
2400901	05/24/24 19:24:27	05/24/2024 19:26:08	01:41
2400860	05/19/24 18:45:33	05/19/2024 18:47:09	01:36
2400935	05/30/24 13:26:51	05/30/2024 13:28:27	01:36
2400827	05/13/24 14:51:43	05/13/2024 14:53:16	01:33
2400861	05/18/24 12:29:34	05/18/2024 12:31:02	01:28
2400865	05/19/24 21:53:26	05/19/2024 21:54:52	01:26
2400908	05/24/24 18:54:14	05/24/2024 18:55:32	01:18
2400796	05/06/24 14:33:46	05/06/2024 14:35:03	01:17
2400797	05/06/24 14:29:33	05/06/2024 14:30:50	01:17
2400943	05/31/24 17:51:23	05/31/2024 17:52:40	01:17
2400800	05/06/24 19:06:24	05/06/2024 19:07:37	01:13

2400902	05/25/24 12:06:00	05/25/2024 12:07:13	01:13
2400820	05/12/24 15:39:02	05/12/2024 15:40:10	01:08
2400823	05/12/24 22:06:01	05/12/2024 22:07:09	01:08
2400900	05/25/24 08:21:49	05/25/2024 08:22:56	01:07
2400932	05/30/24 14:12:49	05/30/2024 14:13:56	01:07
2400801	05/06/24 07:42:34	05/06/2024 07:43:40	01:06
2400802	05/06/24 20:12:04	05/06/2024 20:13:10	01:06
2400771	05/01/24 16:42:34	05/01/2024 16:43:39	01:05
2400824	05/12/24 18:37:22	05/12/2024 18:38:23	01:01
2400858	05/18/24 08:00:41	05/18/2024 08:01:37	00:56
2400856	05/18/24 14:33:41	05/18/2024 14:34:32	00:51
2400822	05/12/24 20:27:36	05/12/2024 20:28:18	00:42
2400941	05/31/24 23:19:23	05/31/2024 23:20:01	00:38
2400899	05/24/24 12:26:37	05/24/2024 12:27:13	00:36
2400933	05/31/24 09:05:22	05/31/2024 09:05:54	00:32
2400904	05/25/24 15:06:42	05/25/2024 15:07:07	00:25
2400898	05/25/24 12:29:12	05/25/2024 12:29:35	00:23
2400906	05/25/24 14:00:36	05/25/2024 14:00:56	00:20
2400938	05/31/24 13:49:49	05/31/2024 13:50:02	00:13
2400772	05/01/24 12:36:44	05/01/2024 12:36:57	00:13
2400909	05/24/24 07:57:54	05/24/2024 07:58:06	00:12
2400859	05/19/24 08:58:37	05/19/2024 08:58:48	00:11
2400862	05/19/24 21:20:28	05/19/2024 21:20:38	00:10
2400939	05/30/24 17:33:01	05/30/2024 17:33:08	00:07
2400854	05/12/24 12:24:15	05/12/2024 12:24:15	00:00
2400803	05/07/24 16:32:33	05/07/2024 16:32:33	00:00

**Shift Average Turnout: 0-550454**

C SHIFT			
Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2400871	05/21/24 07:34:07	05/21/2024 07:37:16	03:09
2400838	05/15/24 03:32:05	05/15/2024 03:35:07	03:02
2400878	05/20/24 17:38:48	05/20/2024 17:41:34	02:46

2400834	05/15/24 04:58:15	05/15/2024 05:00:53	02:38
2400914	05/27/24 10:46:15	05/27/2024 10:48:37	02:22
2400877	05/20/24 20:18:29	05/20/2024 20:20:46	02:17
2400872	05/21/24 03:13:00	05/21/2024 03:15:12	02:12
2400913	05/27/24 04:33:20	05/27/2024 04:35:22	02:02
2400813	05/08/24 20:09:58	05/08/2024 20:11:59	02:01
2400837	05/15/24 16:01:52	05/15/2024 16:03:52	02:00
2400880	05/21/24 00:07:53	05/21/2024 00:09:50	01:57
2400868	05/20/24 18:21:37	05/20/2024 18:23:28	01:51
2400814	05/08/24 18:52:57	05/08/2024 18:54:45	01:48
2400817	05/10/24 00:01:05	05/10/2024 00:02:53	01:48
2400867	05/20/24 14:09:35	05/20/2024 14:11:22	01:47
2400816	05/09/24 15:13:46	05/09/2024 15:15:27	01:41
2400815	05/09/24 13:36:56	05/09/2024 13:38:35	01:39
2400874	05/20/24 16:06:07	05/20/2024 16:07:45	01:38
2400777	05/02/24 08:42:05	05/02/2024 08:43:35	01:30
2400778	05/02/24 16:18:40	05/02/2024 16:20:07	01:27
2400811	05/08/24 16:20:56	05/08/2024 16:22:21	01:25
2400810	05/08/24 13:04:15	05/08/2024 13:05:40	01:25
2400828	05/14/24 07:20:44	05/14/2024 07:22:08	01:24
2400832	05/15/24 05:01:26	05/15/2024 05:02:50	01:24
2400783	05/03/24 11:52:06	05/03/2024 11:53:28	01:22
2400805	05/08/24 08:39:40	05/08/2024 08:41:02	01:22
2400830	05/14/24 18:47:12	05/14/2024 18:48:33	01:21
2400869	05/20/24 22:07:33	05/20/2024 22:08:48	01:15
2400882	05/21/24 17:13:27	05/21/2024 17:14:39	01:12
2400911	05/26/24 11:30:11	05/26/2024 11:31:21	01:10
2400785	05/03/24 07:46:50	05/03/2024 07:48:00	01:10
2400879	05/21/24 11:51:43	05/21/2024 11:52:52	01:09
2400812	05/08/24 18:04:42	05/08/2024 18:05:51	01:09
2400807	05/08/24 14:16:01	05/08/2024 14:17:09	01:08
2400873	05/21/24 11:47:12	05/21/2024 11:48:17	01:05
2400836	05/15/24 18:41:52	05/15/2024 18:42:57	01:05
2400881	05/21/24 19:54:58	05/21/2024 19:56:03	01:05

2400779	05/02/24 14:02:52	05/02/2024 14:03:53	01:01
2400915	05/27/24 10:33:43	05/27/2024 10:34:40	00:57
2400829	05/14/24 10:07:35	05/14/2024 10:08:30	00:55
2400775	05/02/24 16:08:21	05/02/2024 16:09:16	00:55
2400833	05/14/24 18:50:30	05/14/2024 18:51:24	00:54
2400781	05/02/24 21:30:54	05/02/2024 21:31:48	00:54
2400910	05/26/24 07:56:12	05/26/2024 07:57:05	00:53
2400866	05/20/24 10:34:20	05/20/2024 10:35:12	00:52
2400774	05/02/24 12:13:35	05/02/2024 12:14:27	00:52
2400780	05/02/24 13:22:04	05/02/2024 13:22:54	00:50
2400806	05/08/24 09:15:49	05/08/2024 09:16:39	00:50
2400782	05/03/24 15:31:39	05/03/2024 15:32:29	00:50
2400835	05/15/24 16:11:06	05/15/2024 16:11:54	00:48
2400839	05/15/24 17:56:13	05/15/2024 17:56:58	00:45
2400870	05/21/24 07:56:18	05/21/2024 07:57:02	00:44
2400784	05/02/24 08:38:53	05/02/2024 08:39:37	00:44
2400876	05/20/24 08:07:31	05/20/2024 08:08:06	00:35
2400840	05/15/24 19:01:24	05/15/2024 19:01:55	00:31
2400831	05/14/24 12:29:10	05/14/2024 12:29:30	00:20
2400912	05/26/24 09:28:18	05/26/2024 09:28:24	00:06
2400875	05/21/24 12:03:56	05/21/2024 12:04:01	00:05
2400808	05/08/24 17:48:48	05/08/2024 17:48:50	00:02
2400776	05/02/24 16:46:01	05/02/2024 16:46:03	00:02
2400809	05/08/24 15:14:20	05/08/2024 15:14:21	00:01

**Shift Average Turnout: 01:16**



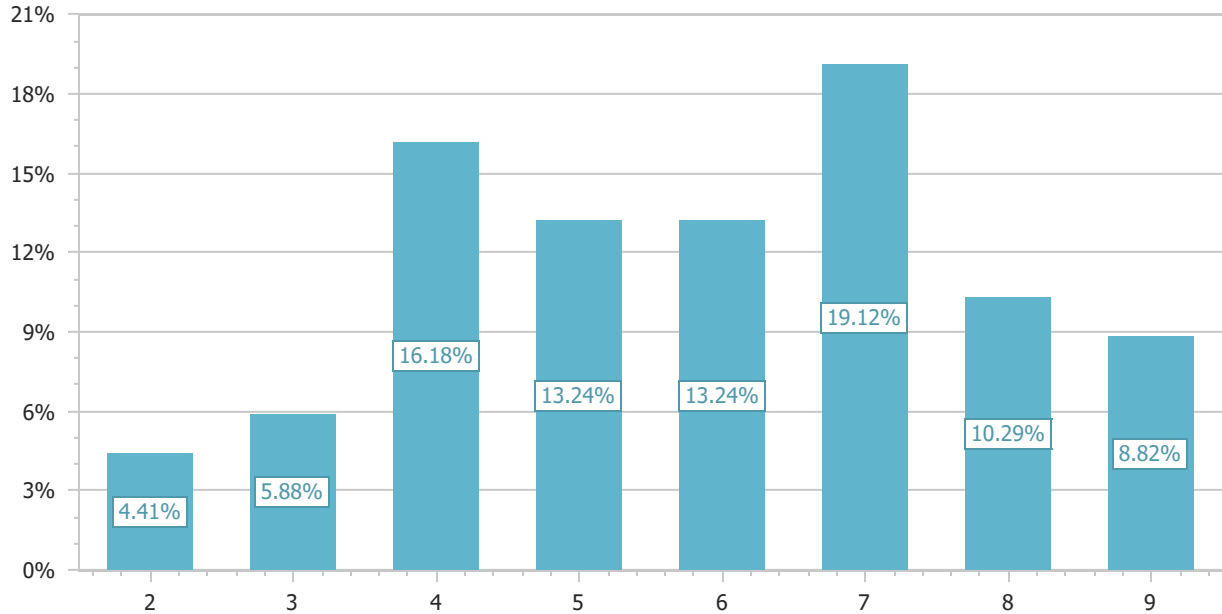
# BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

## Incident Response Times, Summary



Incident#	Exp #	Alarm Time	Arrival Time	Response Time
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2400851	0	5/17/2024 7:29:39 PM		00:00:00
2400902	0	5/25/2024 12:06:00 PM		00:00:00
2400920	0	5/28/2024 12:11:48 PM		00:00:00
2400932	0	5/30/2024 2:12:49 PM		00:00:00
2400936	0	5/31/2024 6:26:44 AM		00:00:00
2400937	0	5/31/2024 3:37:28 PM		00:00:00

**Number of Responses UNDER Minutes: 6 (8.82%)**

2400816	0	5/9/2024 3:13:46 PM	5/9/2024 3:16:11 PM	00:02:25
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Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2400862	0	5/19/2024 9:20:28 PM	5/19/2024 9:23:25 PM	00:02:57
2400939	0	5/30/2024 5:33:01 PM	5/30/2024 5:35:24 PM	00:02:23
<b>Number of Responses UNDER 3</b>				<b>Minutes: 9 (13.24%)</b>

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2400784	0	5/2/2024 8:38:53 AM	5/2/2024 8:42:52 AM	00:03:59
2400788	0	5/4/2024 8:11:38 PM	5/4/2024 8:15:34 PM	00:03:56
2400859	0	5/19/2024 8:58:37 AM	5/19/2024 9:02:22 AM	00:03:45
2400898	0	5/25/2024 12:29:12 PM	5/25/2024 12:32:21 PM	00:03:09
<b>Number of Responses UNDER 4</b>				<b>Minutes: 13 (19.12%)</b>

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2400775	0	5/2/2024 4:08:21 PM	5/2/2024 4:13:06 PM	00:04:45
2400798	0	5/7/2024 12:10:50 AM	5/7/2024 12:15:17 AM	00:04:27
2400811	0	5/8/2024 4:20:56 PM	5/8/2024 4:25:06 PM	00:04:10
2400821	0	5/12/2024 5:30:39 PM	5/12/2024 5:34:58 PM	00:04:19
2400835	0	5/15/2024 4:11:06 PM	5/15/2024 4:15:22 PM	00:04:16
2400845	0	5/16/2024 12:10:17 PM	5/16/2024 12:14:21 PM	00:04:04
2400861	0	5/18/2024 12:29:34 PM	5/18/2024 12:34:03 PM	00:04:29
2400889	0	5/23/2024 12:54:13 PM	5/23/2024 12:59:07 PM	00:04:54
2400900	0	5/25/2024 8:21:49 AM	5/25/2024 8:25:50 AM	00:04:01
2400904	0	5/25/2024 3:06:42 PM	5/25/2024 3:11:09 PM	00:04:27
2400941	0	5/31/2024 11:19:23 PM	5/31/2024 11:23:56 PM	00:04:33
<b>Number of Responses UNDER 5</b>				<b>Minutes: 24 (35.29%)</b>

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2400829	0	5/14/2024 10:07:35 AM	5/14/2024 10:13:01 AM	00:05:26
2400830	0	5/14/2024 6:47:12 PM	5/14/2024 6:52:56 PM	00:05:44
2400833	0	5/14/2024 6:50:30 PM	5/14/2024 6:56:12 PM	00:05:42
2400842	0	5/16/2024 5:21:38 PM	5/16/2024 5:27:19 PM	00:05:41
2400849	0	5/17/2024 5:58:02 PM	5/17/2024 6:03:16 PM	00:05:14
2400869	0	5/20/2024 10:07:33 PM	5/20/2024 10:13:14 PM	00:05:41
2400893	0	5/23/2024 8:06:47 AM	5/23/2024 8:12:12 AM	00:05:25
2400908	0	5/24/2024 6:54:14 PM	5/24/2024 6:59:24 PM	00:05:10
2400940	0	5/31/2024 4:32:08 PM	5/31/2024 4:37:59 PM	00:05:51

**Number of Responses UNDER 6 Minutes: 33 (48.53%)**

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2400780	0	5/2/2024 1:22:04 PM	5/2/2024 1:28:21 PM	00:06:17
2400796	0	5/6/2024 2:33:46 PM	5/6/2024 2:40:03 PM	00:06:17
2400802	0	5/6/2024 8:12:04 PM	5/6/2024 8:18:25 PM	00:06:21
2400865	0	5/19/2024 9:53:26 PM	5/19/2024 9:59:35 PM	00:06:09
2400885	0	5/22/2024 6:44:15 PM	5/22/2024 6:50:54 PM	00:06:39
2400896	0	5/24/2024 4:40:33 PM	5/24/2024 4:46:41 PM	00:06:08
2400922	0	5/28/2024 11:28:06 PM	5/28/2024 11:34:38 PM	00:06:32
2400923	0	5/29/2024 6:01:10 AM	5/29/2024 6:07:52 AM	00:06:42
2400929	0	5/29/2024 5:19:49 PM	5/29/2024 5:26:37 PM	00:06:48

**Number of Responses UNDER 7 Minutes: 42 (61.76%)**

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2400783	0	5/3/2024 11:52:06 AM	5/3/2024 11:59:34 AM	00:07:28
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Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2400790	0	5/5/2024 11:04:27 AM	5/5/2024 11:12:01 AM	00:07:34
2400820	0	5/12/2024 3:39:02 PM	5/12/2024 3:46:21 PM	00:07:19
2400822	0	5/12/2024 8:27:36 PM	5/12/2024 8:35:10 PM	00:07:34
2400828	0	5/14/2024 7:20:44 AM	5/14/2024 7:28:21 AM	00:07:37
2400834	0	5/15/2024 4:58:15 AM	5/15/2024 5:06:00 AM	00:07:45
2400846	0	5/17/2024 2:08:58 AM	5/17/2024 2:16:43 AM	00:07:45
2400848	0	5/17/2024 9:06:52 PM	5/17/2024 9:14:19 PM	00:07:27
2400890	0	5/22/2024 7:48:14 AM	5/22/2024 7:56:10 AM	00:07:56
2400892	0	5/22/2024 6:32:35 PM	5/22/2024 6:40:26 PM	00:07:51
2400895	0	5/23/2024 7:27:13 PM	5/23/2024 7:34:42 PM	00:07:29
2400899	0	5/24/2024 12:26:37 PM	5/24/2024 12:34:02 PM	00:07:25
2400928	0	5/29/2024 11:45:19 AM	5/29/2024 11:53:12 AM	00:07:53

**Number of Responses UNDER 8 Minutes: 55 (80.88%)**

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2400785	0	5/3/2024 7:46:50 AM	5/3/2024 7:54:57 AM	00:08:07
2400791	0	5/4/2024 9:36:15 AM	5/4/2024 9:44:49 AM	00:08:34
2400824	0	5/12/2024 6:37:22 PM	5/12/2024 6:45:29 PM	00:08:07
2400843	0	5/16/2024 9:12:05 PM	5/16/2024 9:20:19 PM	00:08:14
2400850	0	5/18/2024 2:07:35 AM	5/18/2024 2:15:40 AM	00:08:05
2400906	0	5/25/2024 2:00:36 PM	5/25/2024 2:09:02 PM	00:08:26
2400927	0	5/29/2024 7:45:10 AM	5/29/2024 7:53:26 AM	00:08:16

**Number of Responses UNDER 9 Minutes: 62 (91.18%)**

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2400794	0	5/5/2024 11:49:51 PM	5/5/2024 11:59:06 PM	00:09:15
2400825	0	5/13/2024 12:40:54 AM	5/13/2024 12:50:27 AM	00:09:33
2400903	0	5/25/2024 8:54:46 AM	5/25/2024 9:04:13 AM	00:09:27
2400925	0	5/28/2024 9:28:15 PM	5/28/2024 9:37:15 PM	00:09:00

**Number of Responses UNDER 10 Minutes: 66 (97.06%)**

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2400888	0	5/23/2024 1:07:28 AM	5/23/2024 1:17:43 AM	00:10:15
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**Number of Responses UNDER 11 Minutes: 67 (98.53%)**

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2400924	0	5/29/2024 7:51:53 AM	5/29/2024 8:02:53 AM	00:11:00
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**Number of Responses UNDER 12 Minutes: 68 (100.00%)**

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**Average Response Time 5.37**