

VALLEY PARK FIRE PROTECTION DISTRICT

Board of Directors Meeting
Agenda – May 10, 2021, 6:30 PM
Fire Station 2, 55 Crescent Ave

Meeting to Order

Pledge of Allegiance

Approval of Agenda

Approval of the April 26, 2021 Open and Closed Board Meeting Minutes

Approval of Accounts Payable Checks

Approval of Bond Accounts Payable Checks

Old business:

Station 2 Update/Furniture:

New Pumper (Final Inspection):

Station 1 Garage Door:

Station 1 Warranties:

New business:

2nd Quarter Pension Meeting: (May 24 - 6PM)?

Training Mannequin:

Equipment Mounting, Pumper:

DEF Fluid:

Attorney's Report:

Shop Steward's Report:

Chief's Report: Railroad Safety

Misc. New Business:

Closed Session:

(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys. (2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor. (3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. (9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups; (11) Specifications for competitive bidding, until either the specifications are officially approved by the public governmental body or the specifications are published for bid; (14) Records which are protected from disclosure by law.

Set Board Meeting date for Monday, (May 24, 2021) at 6:30 p.m.

Adjourn Meeting

VALLEY PARK FIRE PROTECTION DISTRICT

Board of Directors Meeting

Minutes – April 26, 2021, 6:30 PM

Fire Station 2, 55 Crescent Ave

Meeting to Order: 6:30 PM

Attendance: Director Webster, Director Schmitt, Director Wilburn, Chief Polk, Assistant Chief VanGaasbeek, Steward Meyer, Attorney McLaughlin, Accountant Rognan, Various Staff

Pledge of Allegiance: Led by Director Webster

Approval of Agenda: **A motion was made to approve the agenda. 1st Director Webster, 2nd Director Wilburn. Motion passed 3-0.**

Approval of the April 12, 2021 Open and Closed Board Meeting Minutes: **A motion was made to approve the April 12, 2021 open and closed minutes. 1st Director Schmitt, 2nd Director Webster. Motion passed 3-0.**

Approval of the April 20, 2021 special meeting minutes: **A motion was made to approve the April 20, 2021 special meeting minutes. 1st Director Schmitt, 2nd Director Webster. Motion passed 3-0.**

Approval of Accounts Payable Checks: **A motion was made to approve the accounts payable. 1st Director Webster, 2nd Director Schmitt. Motion passed 3-0.**

Approval of Bond Accounts Payable Checks: **A motion was made to approve the bond payables. 1st Director Wilburn, 2nd Director Schmitt. Motion passed 3-0.**

Old business:

Station 2 Construction: The security door system was discussed for both stations. The existing hydrant was discussed and it was agreed that this hydrant can remain and is not effected by the construction project.

New Pumper: The new pumper was discussed and the final will be in late May.

New business:

Station 1 review: The station 1 project was discussed.

Overtime: Chief Polk spoke regarding overtime. With our current minimum manning, it is expected that we will exceed our budgeted overtime.

1994 Sale: The sale of 1994 was discussed and it was agreed to hold off on the sale.

Finance Report: Accountant Rognan gave the finance report.

Attorney's Report: None

Shop Steward's Report: Steward Meyer advised about a clothing drive that the shop is organizing.

Chief's Report: Chief advised regarding a save B shift ran in early April. Responders were Captain Grellner, Lead Henderson, and Privates Herbold, Schumacher, and Manning.

Misc. New Business: Chief Polk asked a question to the Attorney regarding family members and requesting medical records. Attorney McLaughlin advised the next of kin or other family members are not authorized to receive medical records. A will, power of attorney, or other legal process would be required.

Director Schmitt inquired about the status of the garage doors at station 1. A discussion ensued. Chief Polk was directed to review the doors and compare using timers vs manual closers.

Closed Session: (3), (11) A motion was made to enter closed session. 1st Director Webster, 2nd Director Schmitt. Motion passed 3-0.

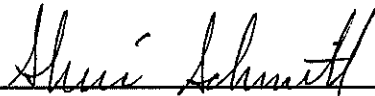
(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys. (2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor. (3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. (9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups; (11) Specifications for competitive bidding, until either the specifications are officially approved by the public governmental body or the specifications are published for bid; (14) Records which are protected from disclosure by law.

The meeting opened back to the public with Steward Meyer and Captain Weffelmeyer present.

A discussion was had regarding new beds at the stations. It was agreed to get new mattresses for the stations.

A motion was made to set the next board meeting for Monday, (May 10, 2021) at 6:30 p.m. 1st Director Webster, 2nd Director Wilburn. Motion pass 3-0.

Adjourn Meeting: Motion to adjourn. 1st Director Webster, 2nd Director Wilburn. Motion passed 3-0.


Secretary

VALLEY PARK FIRE PROTECTION DISTRICT

Check Register - Detail of 1060

May 10, 2021

| Date | Transaction Type | Num | Name | Split | Amount |
|--|----------------------|-------|------------------|-------------------------------|----------------------|
| 1060 AP Account-Control | | | | | |
| 05/10/2021 | Bill Payment (Check) | 18488 | AMEREN | 2000 Accounts Payable-Control | -30.88 |
| 05/10/2021 | Bill Payment (Check) | 18489 | BOUND | 2000 Accounts Payable-Control | -392.56 |
| 05/10/2021 | Bill Payment (Check) | 18490 | DELGADO | 2000 Accounts Payable-Control | -494.40 |
| 05/10/2021 | Bill Payment (Check) | 18491 | ERGOMETRICS | 2000 Accounts Payable-Control | -782.60 |
| 05/10/2021 | Bill Payment (Check) | 18492 | HUNTL ONEDIGITAL | 2000 Accounts Payable-Control | -425.00 |
| 05/10/2021 | Bill Payment (Check) | 18493 | INSIGHT | 2000 Accounts Payable-Control | -3,797.44 |
| 05/10/2021 | Bill Payment (Check) | 18494 | KIRCHHOFF | 2000 Accounts Payable-Control | -531.10 |
| 05/10/2021 | Bill Payment (Check) | 18495 | LEO | 2000 Accounts Payable-Control | -260.00 |
| 05/10/2021 | Bill Payment (Check) | 18496 | LEON | 2000 Accounts Payable-Control | -1,275.14 |
| 05/10/2021 | Bill Payment (Check) | 18497 | MARCO | 2000 Accounts Payable-Control | -70.42 |
| 05/10/2021 | Bill Payment (Check) | 18498 | MOAMW | 2000 Accounts Payable-Control | -6.09 |
| 05/10/2021 | Bill Payment (Check) | 18499 | MOFAD 2 | 2000 Accounts Payable-Control | -24,635.00 |
| 05/10/2021 | Bill Payment (Check) | 18500 | MSD | 2000 Accounts Payable-Control | -115.84 |
| 05/10/2021 | Bill Payment (Check) | 18501 | ROGNAN | 2000 Accounts Payable-Control | -1,400.00 |
| 05/10/2021 | Bill Payment (Check) | 18502 | SPIRE | 2000 Accounts Payable-Control | -323.64 |
| 05/10/2021 | Bill Payment (Check) | 18503 | STONE | 2000 Accounts Payable-Control | -240.82 |
| 05/10/2021 | Bill Payment (Check) | 18504 | TRICNTY | 2000 Accounts Payable-Control | -3,375.00 |
| 05/10/2021 | Bill Payment (Check) | 18505 | TRIDENT | 2000 Accounts Payable-Control | -425.00 |
| 05/10/2021 | Bill Payment (Check) | 18506 | VOYA | 2000 Accounts Payable-Control | -7,164.00 |
| 05/10/2021 | Bill Payment (Check) | 18507 | VPELEV | 2000 Accounts Payable-Control | -144.17 |
| 05/10/2021 | Bill Payment (Check) | 18508 | WASTE | 2000 Accounts Payable-Control | -282.92 |
| 05/10/2021 | Bill Payment (Check) | 18509 | WEX | 2000 Accounts Payable-Control | -998.40 |
| Total for 1060 AP Account-Control | | | | | -\$ 47,170.42 |
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REVIEWED
Jim Polk
Fire Chief

VALLEY PARK FIRE PROTECTION DISTRICT

BOND Check Register - Detail of 1023

May 10, 2021

| Date | Trans Type | Num | Name | Class | Memo/ Description | Split | Amount |
|---|------------|------|----------|--------|-------------------|--------------------------|----------------------|
| 1023 STL Bond Capital | | | | | | | |
| 05/10/2021 | Check | 4161 | MACQUEEN | | Invoice # P07247 | 5220 Capital Expenditure | -12,888.00 |
| 05/10/2021 | Check | 4160 | JEMA 2 | | Inv. EG 1944 | 5220 Capital Expenditure | -6,531.21 |
| 05/10/2021 | Check | 4159 | CRESA | | Inv. 04.2021 | 5220 Capital Expenditure | -6,500.00 |
| Total for 1023 STL Bond Capital | | | | | | | -\$ 25,919.21 |
| 5220 Capital Expenditure | | | | | | | |
| 05/10/2021 | Check | 4159 | CRESA | 3 Bond | | 1023 STL Bond Capital | 6,500.00 |
| 05/10/2021 | Check | 4161 | MACQUEEN | 3 Bond | | 1023 STL Bond Capital | 12,888.00 |
| 05/10/2021 | Check | 4160 | JEMA 2 | 3 Bond | | 1023 STL Bond Capital | 6,531.21 |
| Total for 5220 Capital Expenditure | | | | | | | \$ 25,919.21 |



Jim Polk
Fire Chief

REVIEWED

We are working with Color Art on the revised proposal. I am looking to have the updated pricing ready for review before Monday's board meeting. Items to note that we discussed during our sit down and vendor tours are below.

- Sofa instead of conference table and chairs in Chief office; giving options for this piece.
- Desk in small conference room; option for pneumatic or pin style change height desk. Can be rectangular and pushed up against the wall to comfortably seat 5 team members if needed.
- Wardrobe cabinet option for each office.
- Lateral files for each office; option for metal or book case style file cabinets.
- Pricing to add cushions to kitchen high top chairs. Option to have high top kitchen and kitchen table chair match in style. Would not be the same height. Original proposal had a wood kitchen table chair that did not match the high top chair.
- Plan to grommet flush mount the power for the front dias. Confirm that the front dias does not need to be mobile if there is room for all the table and chairs.
- Looking to plan a day room chair sit test at their showroom. Waiting on confirmation that they can get a chair from the supplier.
- Broken out pricing for Twin XL mattresses. There were conversations of reusing the Twin mattresses so we wanted to give exact pricing for having the proper Twin XL for the beds.

Please let us know of anything else.

Thanks,

Zack Peoples

Advisor, Project Management

Chief Polk, I reached out to the HVAC contractor after our last meeting and never received a response. I would recommend keeping records of any repairs on your end in case the manufacturer or sub try to charge you. As always, Hankins and JEMA can assist if the manufacturer gives you a hard time about repairs. The warranty is outlined in the O&M's that you received copies of.

Regarding the Epoxy floors; John Henke was out there last week. There was a truck parked over the repair so he couldn't directly inspect the area, but was told by the sub it was repaired.

The tile floor would not fall under warranty because it has been physically damaged after project completion.

Kind Regards,



Stephen Hankins LEED AP BD+C

President

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