

# VALLEY PARK FIRE PROTECTION DISTRICT

Board of Directors Meeting

Agenda – July 13, 2020, 6:30 PM

Fire Station 1, 840 St. Louis Avenue

Meeting to Order

Pledge of Allegiance

Approval of Agenda

Swearing in Ceremony: Firefighters Hidritch, Lamkemeyer, Nauman, and Shuh

Approval of the June 18, 2020 planning meeting minutes.

Approval of the June 22, 2020 Open and Closed Board Meeting Minutes

Approval of Accounts Payable Checks

Approval of Bond Accounts Payable Checks

## **Old business:**

Station 1 Update:

Station 2 Update: Solar

Coronavirus Update:

Capital Purchase timeline: Trucks, Gear

Owner's Rep RFP Opening:

## **New business:**

EMS Computers

High Ridge Benefit

Attorney's Report:

Shop Steward's Report: Red Shirts, Logo

Chief's Report:

Misc. New Business:

## **Closed Session: (3), (9)**

(Pursuant to :RS MO 610.021 (1) Legal Action, causes of action or litigation involving a public government body and any confidential or privilege communication between a public governmental body or its representatives and its attorneys; and RS MO Section 610.021 (3) Hiring, Firing, Disciplining or Promoting of particular Employees by Public Government Body when personal information about the employee is discussed or recorded; and RS MO Section 610.021 (9) Preparation, including any discussions or work product, on behalf of Public Government Body, or its representatives for negotiations with employee groups.)

Set Board Meeting date for Monday, (July 27, 2020) at 6:30 p.m.

Adjourn Meeting



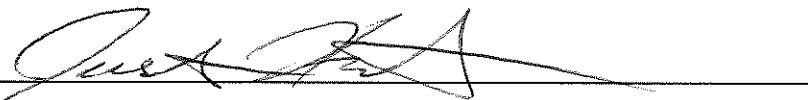
# VALLEY PARK FIRE & RESCUE

55 Crescent Avenue • Valley Park • MO 63088  
Phone (636) 225-4288 • (636) 225-5247  
www.vpfire.org

## Firefighter/Paramedic Oath of Office

I, Justin Hidtrich, do solemnly swear, that I will faithfully execute the duties of the rank of Firefighter/Paramedic with the Valley Park Fire Protection District, in the County of St. Louis, State of Missouri.

I will, to the best of my ability, serve the citizens, businesses and visitors of the District, following and abiding by the Rules, Regulations, Policies and Guidelines; as adopted by the Fire District so help me God.



Justin Hidtrich  
Firefighter/Paramedic

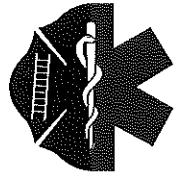
Sworn to and subscribed before me, this 13th day of July, 2020



Sherri Schmitt  
Board Secretary

CHRISTOPHER WEBSTER, Director DANIEL WILBURN, Director SHERI SCHMITT, Director

*Serving the communities of Valley Park, Twin Oaks, Manchester and Unincorporated St. Louis County*



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# Firefighter/Paramedic Oath of Office

I, Jacob Lamkemeyer, do solemnly swear, that I will faithfully execute the duties of the rank of Firefighter/Paramedic with the Valley Park Fire Protection District, in the County of St. Louis, State of Missouri.

I will, to the best of my ability, serve the citizens, businesses and visitors of the District, following and abiding by the Rules, Regulations, Policies and Guidelines; as adopted by the Fire District so help me God.

Jacob Lamkemeyer  
Firefighter/Paramedic

Sworn to and subscribed before me, this 13th day of July, 2020.

Sherri Schmitt  
Board Secretary

CHRISTOPHER WEBSTER, Director   DANIEL WILBURN, Director   SHERI SCHMITT, Director

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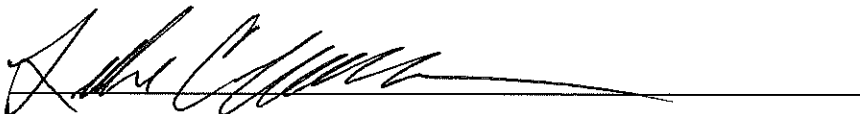


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# Firefighter/Paramedic Oath of Office

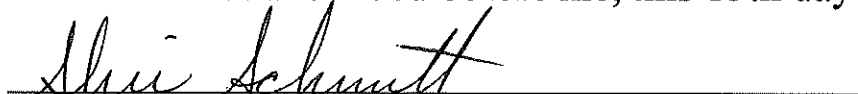
I, Luke Nauman, do solemnly swear, that I will faithfully execute the duties of the rank of Firefighter/Paramedic with the Valley Park Fire Protection District, in the County of St. Louis, State of Missouri.

I will, to the best of my ability, serve the citizens, businesses and visitors of the District, following and abiding by the Rules, Regulations, Policies and Guidelines; as adopted by the Fire District so help me God.



Luke Nauman  
Firefighter/Paramedic

Sworn to and subscribed before me, this 13th day of July, 2020.



Sherri Schmitt  
Board Secretary



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# Firefighter/Paramedic Oath of Office

I, Tyler Shuh, do solemnly swear, that I will faithfully execute the duties of the rank of Firefighter/Paramedic with the Valley Park Fire Protection District, in the County of St. Louis, State of Missouri.

I will, to the best of my ability, serve the citizens, businesses and visitors of the District, following and abiding by the Rules, Regulations, Policies and Guidelines; as adopted by the Fire District so help me God.

\_\_\_\_\_  
Tyler Shuh  
Firefighter/Paramedic

Sworn to and subscribed before me, this 13th day of July, 2020.

\_\_\_\_\_  
Sherri Schmitt  
Board Secretary

# VALLEY PARK FIRE PROTECTION DISTRICT

Board of Directors Meeting  
Public Planning Meeting Minutes  
June 18, 2020, 6:00 PM  
Fire Station 1, 840 St. Louis Avenue

Meeting Called to order: 6:15 PM

Attendance: Director Webster, Director Schmitt, Director Wilburn, Chief Polk, Assistant Chief VanGaasbeek, Deputy Chief Poleski, Mayor Webster, Barb Wille, VP crew members, Craig Cwiklowski and JEMA representatives

Pledge of Allegiance: Led by Director Webster

Ladder Truck Purchase: Chief Polk gave updates on the status of the ladder truck. Three employees will go up for final inspection late July or early August.

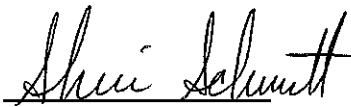
Pumper Purchase: Chief Polk spoke of the pumper still on schedule to be completed by year end.

Station 1 Progress: Chief Polk went over the small list of pending items. Once these items are complete the Station 1 project would be finished and payment released.

Station 2 Progress: Chief Polk, JEMA representatives walked through the tentative future Station 2 plans.

Station 2 RFP Owner's Rep: Chief Polk & Steve spoke about the positives of hiring an Owner's Representative. **A motion was made to approve the RFP for an Owner's Representative. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Wilburn. Motion passed 3-0.**

**Motion to adjourn. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Wilburn. Motion passed 3-0.**

  
Secretary

# VALLEY PARK FIRE PROTECTION DISTRICT

## Board of Directors Meeting

Meeting Minutes – June 22, 2020, 6:30 PM

Meeting to Order: 6:40 PM

Attendance: Director Webster, Director Schmitt, Director Wilburn (arrived at 6:50), Chief Polk, Assistant Chief Polk VanGaasbeek, Deputy Chief Poleski, Attorney McLaughlin, Derek Trower Shop Steward, Rick Rognan, Barb Wille & various Staff members

Pledge of Allegiance; Led by Director Webster

Approval of Agenda: **A motion was made to approve the agenda. 1<sup>st</sup> Director Schmitt, 2<sup>nd</sup> Director Webster. Motion passed 2-0.**

Approval of the June 8, 2020 Open Board & Closed Meeting Minutes: **A motion was made to approve the May 26<sup>th</sup> open & closed meeting minutes. 1<sup>st</sup> Director Schmitt, 2<sup>nd</sup> Director Webster. Motion passed 2-0.**

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

Approval of Bond Accounts Payable Checks: **A motion was made to pay the bond payable checks. 1<sup>st</sup> Director Schmitt, 2<sup>nd</sup> Director Webster. Motion passed 2-0.**

### **Old business:**

Station 1 Update: Chief Polk spoke that nothing new at this time. Waiting for the contractor to complete last change order. A conversation ensued about things to do once contractor was finished.

Station 2 Update: Chief Polk communicated nothing new at this time

Coronavirus Update: Chief Polk spoke about a vaccine to be available to staff members when it becomes available.

Civil Unrest: Chief Polk announced about possible Task Force being led by Assistant Chief VanGaasbeek for the next three days in the Florissant area.

Staff Vehicles: Chief Polk stated vehicles have been purchased & will be worked on over 4th of July.

Station 1 Surplus Bids: Chief Polk opened the seven bids that were received for surplus items, Aluminum Ladder & 3 Recliners. Bids were as follows: R. Bowen ladder \$25.50 & recliner \$26.50, S. Rue ladder \$ 4.00 & S. Rue recliner \$ 24.75, J Huffman recliner \$51.00, recliner \$52.00 & recliner \$53.00. Bowen awarded the ladder & Huffman the 3 recliners

SB870 Notifications: Chief Polk updated that all notifications would be going out this week.

Ballistic Plates: Chief Polk led a discussion of the need of some extra plates. Board members approval was granted at last board meeting and these extra plates would be included in that motion.

**New business:**

Finance Report: Rick Rognan presented the May Financial Report

Audit: Chief Polk presented the draft copy of the 2019 Audit. **A motion was made to approve the 2019 Audit. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Wilburn. Motion passed 3-0.**

BOD Pay: Chief Polk and Rick Rognan spoke about the Metro Alliance Board Member meeting, with a possibility of it getting legislation signed by the Governor on July 15<sup>th</sup>. If it does the Board member would be getting increases in pay, per meeting.

Station 2 Community Planning Meeting: Chief Polk announced that the meeting went well. The approved RFP has been sent out for the hiring of Owner's Representative.

Conflict of Interest Resolution: Resolution 2020-03 **A motion was made to accept Resolution 2020-03. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Schmitt. Motion passed 3-0.**

Attorney's Report: None

Shop Steward's Report: Derek Trower spoke of kitchen items needed for House 1. He also gave updates of the PR committee now having 7 members & they are holding meetings. Heather Herbold is leading it. A conversation was brought up on patch logos & staff meeting will be Friday 6/26/20 to going over.

Chief's Report: Swearing in Ceremony. (7/13), Pension Meeting – Chief Polk spoke of having four gentleman for the Swearing in Ceremony to be scheduled July 13 at House One. Pension Meeting scheduled July 27<sup>th</sup> at 6:00 PM. Chief Polk updated that the ladder truck is up for sale.

**Misc. New Business:**

Director Schmitt mention getting pricing on items for workout area at House One. (Mirror, stair stepper, bench press & possibly a rowing machine) She also mention about wanting the guys to have red military shirts that are worn on Fridays. **A motion was made to purchase military red shirts, two each. 1<sup>st</sup> Director Schmitt, 2<sup>nd</sup> Director Webster. Motion passed 3-0.**

A discussion was brought up about Sirens thru the neighbors last Friday. It was suggested if they do it again, to do with lights only, no sirens.



**Closed Session: (1), (9) A motion was made to enter into closed session. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Schmitt. Motion passed 3-0.**

(Pursuant to :RS MO 610.021 (1) Legal Action, causes of action or litigation involving a public government body and any confidential or privilege communication between a public governmental body or its representatives and its attorneys; and RS MO Section 610.021 (3) Hiring, Firing, Disciplining or Promoting of particular Employees by Public Government Body when personal information about the employee is discussed or recorded; and RS MO Section 610.021 (9) Preparation, including any discussions or work product, on behalf of Public Government Body, or its representatives for negotiations with employee groups.)

The public meeting opened back up at 7:40 PM.

**A motion was made to set the next board meeting for Monday, July 13th at 6:30 p.m. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Wilburn. Motion passed 3-0.**

**Motion to adjourn. 1<sup>st</sup> Director Webster, 2<sup>nd</sup> Director Wilburn. Motion passed 3-0.**

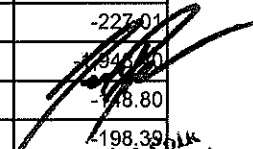
  
Secretary

# VALLEY PARK FIRE PROTECTION DISTRICT

## Check Register - Detail of 1060

July 13, 2020

Date	Transaction Type	Num	Name	Split	Amount
<b>1060 AP Account-Control</b>					
07/13/2020	Bill Payment (Check)	17899	WASTE	2000 Accounts Payable-Control	-259.42
07/13/2020	Bill Payment (Check)	17860	AFLAC	2000 Accounts Payable-Control	-289.12
07/13/2020	Bill Payment (Check)	17897	VOYA	2000 Accounts Payable-Control	-5,616.00
07/13/2020	Bill Payment (Check)	17896	UNITED	2000 Accounts Payable-Control	-73.66
07/13/2020	Bill Payment (Check)	17895	STONE	2000 Accounts Payable-Control	-50.70
07/13/2020	Bill Payment (Check)	17894	SSMEH	2000 Accounts Payable-Control	-790.00
07/13/2020	Bill Payment (Check)	17893	SPIRE	2000 Accounts Payable-Control	-146.58
07/13/2020	Bill Payment (Check)	17892	SINCLAIR	2000 Accounts Payable-Control	-1,107.41
07/13/2020	Bill Payment (Check)	17891	SHIFT	2000 Accounts Payable-Control	-155.90
07/13/2020	Bill Payment (Check)	17890	SENTINEL	2000 Accounts Payable-Control	-5,336.20
07/13/2020	Bill Payment (Check)	17889	SAFEGUARD	2000 Accounts Payable-Control	-206.01
07/13/2020	Bill Payment (Check)	17888	ROGNAN	2000 Accounts Payable-Control	-1,400.00
07/13/2020	Bill Payment (Check)	17887	PURCELL	2000 Accounts Payable-Control	-887.12
07/13/2020	Bill Payment (Check)	17886	PUBLIC	2000 Accounts Payable-Control	-40.00
07/13/2020	Bill Payment (Check)	17885	PSU	2000 Accounts Payable-Control	-412.13
07/13/2020	Bill Payment (Check)	17884	PROCLAIMS	2000 Accounts Payable-Control	-1,449.69
07/13/2020	Bill Payment (Check)	17883	OJLPC	2000 Accounts Payable-Control	-460.80
07/13/2020	Bill Payment (Check)	17882	OFFICE	2000 Accounts Payable-Control	-1,032.39
07/13/2020	Bill Payment (Check)	17881	MSD	2000 Accounts Payable-Control	-112.28
07/13/2020	Bill Payment (Check)	17880	MOLM	2000 Accounts Payable-Control	-173.36
07/13/2020	Bill Payment (Check)	17879	MOAMW	2000 Accounts Payable-Control	-6.09
07/13/2020	Bill Payment (Check)	17878	MILLIMAN	2000 Accounts Payable-Control	-10,000.00
07/13/2020	Bill Payment (Check)	17877	MCLAUGHIN PENSION	2000 Accounts Payable-Control	-49.50
07/13/2020	Bill Payment (Check)	17876	MCLAUGH	2000 Accounts Payable-Control	-1,270.50
07/13/2020	Bill Payment (Check)	17875	MACQUEEN	2000 Accounts Payable-Control	-164.58
07/13/2020	Bill Payment (Check)	17874	LEON	2000 Accounts Payable-Control	-223.49
07/13/2020	Bill Payment (Check)	17873	K&K	2000 Accounts Payable-Control	-9.32
07/13/2020	Bill Payment (Check)	17872	FICK	2000 Accounts Payable-Control	-8,900.00
07/13/2020	Bill Payment (Check)	17871	EYE MED	2000 Accounts Payable-Control	-387.89
07/13/2020	Bill Payment (Check)	17870	DELGADO	2000 Accounts Payable-Control	-597.40
07/13/2020	Bill Payment (Check)	17869	CROFT	2000 Accounts Payable-Control	-158.82
07/13/2020	Bill Payment (Check)	17868	COLEMAN	2000 Accounts Payable-Control	-30.25
07/13/2020	Bill Payment (Check)	17867	CHUCK'S BOOTS	2000 Accounts Payable-Control	-214.98
07/13/2020	Bill Payment (Check)	17866	CHARTER	2000 Accounts Payable-Control	-178.77
07/13/2020	Bill Payment (Check)	17865	BOUND	2000 Accounts Payable-Control	-229.00
07/13/2020	Bill Payment (Check)	17864	ATHLETICO	2000 Accounts Payable-Control	-175.00
07/13/2020	Bill Payment (Check)	17863	AT&T	2000 Accounts Payable-Control	-227.01
07/13/2020	Bill Payment (Check)	17862	AMEREN	2000 Accounts Payable-Control	-346.00
07/13/2020	Bill Payment (Check)	17861	AIRGAS	2000 Accounts Payable-Control	-178.80
07/13/2020	Bill Payment (Check)	17898	VPELEV	2000 Accounts Payable-Control	-198.39
<b>Total for 1060 AP Account-Control</b>					<b>-\$ 45,146.06</b>
<b>2000 Accounts Payable-Control</b>					

  
 Jim E. Polk  
 Chief

REVIEWED

# VALLEY PARK FIRE PROTECTION DISTRICT

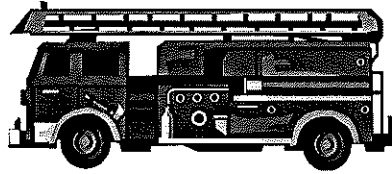
## BOND Check Register - Detail of 1023

July 13, 2020

Date	Transaction Type	Num	Name	Class	Split	Amount
<b>1023 STL Bond Capital</b>						
07/13/2020	Check	4096	FIRST		5220 Capital Expenditure	0.00
07/13/2020	Check	4096	HANKINS		5220 Capital Expenditure	-4,397.08
07/13/2020	Check	4100	VPELEV		5220 Capital Expenditure	-8.38
07/13/2020	Check	4097	JEMA 2		5220 Capital Expenditure	-51,345.85
07/13/2020	Check	4099	TAYLOR		-Split-	-35,339.09
07/13/2020	Check	4098	MACQUEEN		-Split-	-744.42
<b>Total for 1023 STL Bond Capital</b>						<b>-\$ 91,834.82</b>
<b>5220 Capital Expenditure</b>						
07/13/2020	Check	4096	FIRST	3 Bond	1023 STL Bond Capital	0.00
07/13/2020	Check	4096	HANKINS	3 Bond	1023 STL Bond Capital	4,397.08
07/13/2020	Check	4097	JEMA 2	3 Bond	1023 STL Bond Capital	51,345.85
07/13/2020	Check	4098	MACQUEEN	3 Bond	1023 STL Bond Capital	335.42
07/13/2020	Check	4098	MACQUEEN	3 Bond	1023 STL Bond Capital	409.00
07/13/2020	Check	4099	TAYLOR	3 Bond	1023 STL Bond Capital	5,030.34
07/13/2020	Check	4099	TAYLOR	3 Bond	1023 STL Bond Capital	16,743.15
07/13/2020	Check	4099	TAYLOR	3 Bond	1023 STL Bond Capital	13,565.60
07/13/2020	Check	4100	VPELEV	3 Bond	1023 STL Bond Capital	8.38
<b>Total for 5220 Capital Expenditure</b>						<b>\$ 91,834.82</b>

  
**JAMES W. B.**  
**Fire Chief**





**20<sup>th</sup> Annual High Ridge Firefighters  
Benefit Golf Tournament / 4 person Scramble**

**Friday September 25th/ Deer Creek Golf Course**

**Registration 8am / Shotgun Start at 9am**

(Note the new starting time)

**\$280 per team / Includes Golf, Cart, Breakfast,  
Dinner, Drinks & Attendance Prizes**

Proceeds will be split between "Back Stoppers" which assist the families of firefighters and police officers that die in the line of duty and used to help purchase holiday food & toy baskets for the less fortunate in our community. Contact Tom Lakin at 636-677-3371 for more info. Please fill out form and mail to: High Ridge Firefighters Golf / 2842 High Ridge Blvd. / High Ridge, Mo. 63049  
501 c(3) # 43-0954293

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Contact Person \_\_\_\_\_ Phone # \_\_\_\_\_

E-mail address \_\_\_\_\_

Address \_\_\_\_\_

City,State, Zip \_\_\_\_\_

2<sup>nd</sup> Player \_\_\_\_\_

3<sup>rd</sup> Player \_\_\_\_\_

4<sup>th</sup> Player \_\_\_\_\_

**Make Checks Payable to: High Ridge Firefighters**