

**MINUTES OF THE  
TWELVE HUNDRED AND SIXTY-THIRD(1263rd) MEETING  
OF THE  
EUREKA FIRE PROTECTION DISTRICT  
ST. LOUIS AND JEFFERSON COUNTIES  
STATE OF MISSOURI**

**April 12, 2022**

**BE IT REMEMBERED**, that the Board of Directors of Eureka Fire Protection District of St. Louis and Jefferson Counties, Eureka, Missouri met at the office of said District, Fire Station 1 – Meeting Room; 4849 Highway 109, Eureka, Missouri 63025, on Tuesday, April 12, 2022, at 1730 hours (5:30 p.m.). At the above time and place there were present:

**ROLL**

Charles L. Brown	-- Treasurer and Director
Patrick Feder	-- Chairman and Director
Director Gregory Lee Mathison, Jr.	- Secretary and Director

Fire Chief Greg Brown  
Assistant Chief Scott Barthelmass

Guests in physical attendance -

Members of the District Staff

**QUORUM**

A quorum being present, the Chairman called the meeting to order and announced the Board of Directors meeting to be in session for the transaction of any and all business to be brought before it at this time. The Chairman also confirmed that the posted agenda for the meeting contained instructions for accessing the meeting electronically.

**AMENDMENTS TO AGENDA**

The Chairman inquired as to whether or not there were any amendments to the Tentative Agenda for the meeting. Fire Chief Brown reported the following additions to the tentative agenda:

**III. Pension Issues:** none.

**IV. Communications:** none.

**V. Public Comments:** none.

**VII. Budget:** none.

**VIII. Old Business:** none.

**IX. New Business:** none.

On motion made by Director Brown and seconded by Director Mathison the Tentative Agenda was accepted as the Final Approved Agenda as per copy attached to these Minutes and with the aforementioned amendments.

**I. APPROVAL OF PRIOR MINUTES**

The Chairman called for acceptance or rejection of meeting Minutes for the March 22, 2022 Board of Director meetings.

The Minutes of the March 22, 2022 meetings of the Board of Directors were presented for review, modification, or approval.

Following discussion, and on motion by Director Mathison, seconded by Director Brown, the approval of the Minutes of the March 22, 2022 meetings of the Board of Directors were approved by the Board.

The Board of Directors being present and voting affirmatively, the motion was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown	- Aye
Director Pat Feder	- Aye
Director Gregory Lee Mathison, Jr.	- Aye

## **II. PRESENTATIONS**

### **A. Property Insurance Renewal**

Mr. Jay Weinstein attended the meeting and presented the property insurance renewal from VFIS to the Board. He reviewed the claim loss history; the policy inclusions and exclusions; property values; and the premium details and answered questions from the Board. He confirmed that the policy renewal premium for 2022-2023 will total \$90,832.00 after all discounts and waived fees.

A general discussion was held.

Director Brown made a motion to renewal with VFIS, and the Motion was seconded by Director Mathison.

The Board of Directors being present and voting affirmatively, the Motion was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown	- Aye
Director Pat Feder	- Aye
Director Gregory Lee Mathison, Jr.	- Aye

## **III. PENSION BOARD**

Nothing was presented to the Board.

## **IV. COMMUNICATIONS**

The Chairman next called for discussion of Communications.

### **A. Thank You Letter to David Pfeil**

Chief Brown presented to the Board for review his letter to David Pfeil dated April 6, 2022 thanking him for the generous donation of two Sanispray Cordless sprayers worth \$2,950.00.

### **B. Letter from Central County Emergency 911 re: assessments**

Chief Brown presented to the Board for review a letter dated April , 2022 from Central County Emergency 911 detailing a change in its procedures in generating invoices and to authorize the use of the County Assessment Roll “at the time of

billing” to prepare future invoices. Due to this change in billing practices, the District will have a credit of \$1,003.00 that will be applied to the July 2022 invoice.

**V. PUBLIC COMMENTS**

The Chairman next called for Public Comments.

No items presented.

**VI. SHOP STEWARD REMARKS**

The Chairman next called for any remarks from the Shop Steward.

No comments were presented.

**VII. BUDGET AND FINANCIAL MATTERS**

**A. Treasurer’s Report**

The Chairman next called for a discussion of financial matters. A financial report was presented to the Board of Directors for review of general revenue checking, capital improvement checking fund, medical self-insurance fund, escrow balances, preliminary check register with attachments, and account payable invoices. Following a brief discussion, a motion was duly made by Director Brown, and seconded by Director Feder, and the following Resolution was unanimously adopted:

**RESOLUTION  
ADOPTING THE TREASURER’S REPORT  
OF THE  
EUREKA FIRE PROTECTION DISTRICT  
April 12, 2022**

“BE IT RESOLVED, By the Board of Directors of the Eureka Fire Protection District of St. Louis and Jefferson Counties, Missouri, that the Treasurer’s Report submitted to the Board of Directors, April 12, 2022, is hereby approved and accepted, including the payment of bills presented, with corrections if any; and,

RESOLVED, FURTHER, that said Report be appended to these Minutes and incorporated herein by reference, and that the disbursements, payment of bills, and

transfers of funds therein approved be made by the appropriate, District Officers.”

The Board of Directors being present and voting affirmatively, the Resolution was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown	- Aye
Director Pat Feder	- Aye
Director Gregory Lee Mathison, Jr.	- Aye

**B. Revised 2022 Budget**

Chief Brown provided to the Board the final revised budget for 2022 for review and approval.

A general discussion was held.

Following discussion, Director Brown made a motion to approve the revised 2022 Budget, and Director Mathison seconded the motion.

The Board of Directors being present and voting affirmatively, the Motion was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown	- Aye
Director Patrick Feder	- Aye
Director Gregory Lee Mathison, Jr.	- Aye

**C. Update on the Audit**

Chief Brown and Carly Gillig updated the Board on the status of the annual audit and projected that all tasks will be completed on schedule.

A brief discussion was held.

No vote conducted.

## **VIII. OLD BUSINESS**

The Chairman then called the next item on the agenda: Old Business.

### **A. Scheduling of badge ceremonies**

Chief Brown updated the Board of his plan to conduct badge ceremonies over the next three (3) Board meetings for the new full-time employees hired recently.

A brief discussion was held.

No vote conducted.

### **B. Update on 2022 Bond Issuance**

Chief Brown reviewed with the Board the developments on the 2022 Bond issuance and reported that everything is proceeding on schedule.

A brief discussion was held.

No vote conducted.

### **C. Banking Services RFP**

Chief Brown requested that the Board review and consider adding an additional name to the new District checking accounts so that a Board member and the Fire Chief could sign checks in the event that two (2) Board members are unavailable and a check has to get issued in the future. Chief Brown stated that he was not asking for approval, but that he requested that the Board review the request for discussion at the next meeting.

A brief discussion was held.

No vote conducted.

**IX. NEW BUSINESS**

There being no further Old Business matters, the Chairman then requested the presentation of any New Business.

**A. Loaning of Reserve Fire Truck to Missouri State Fair**

Chief Brown requested approval for the District to once again loan a reserve fire truck to the Missouri State Fair for the 2022 State Fair. He confirmed that the State Fair pays for all fuel, insurance, and maintenance while using the fire truck.

A short discussion was held.

Following discussion, Director Brown Mathison made a motion to loan a reserve fire truck to the 2022 Missouri State Fair, and Director Brown seconded the motion.

The Board of Directors being present and voting affirmatively, the Motion was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown	- Aye
Director Patrick Feder	- Aye
Director Gregory Lee Mathison, Jr.	- Aye

**B. New Accounting Software**

Chief Brown and Carly Gillig reviewed a proposal from CLA for a new account software program Sage Intacct. Chief Brown and Ms. Gillig reviewed with the Board the need for an updated accounting system and also presented a written memo to the Board for consideration. The proposal from CLA included a 58% monthly discount.

A general discussion was held on the 58% discount on the required monthly subscription. Director Mathison inquired was the duration of the 58% discount and Ms. Gillig stated that she will contact CLA and provide an update at the next meeting. Director Mathison stated that he preferred that the terms of the discount be provided in writing as part of the contract and detail the duration of the discount.

Director Brown made a motion to tentatively approve the proposed purchase of the Sage Intacct software and the monthly subscription, subject to the clarification of the length of the monthly discount, and Director Mathison seconded the motion.

The Board of Directors being present and voting affirmatively, the Motion to tentatively approve the purchase of new accounting software was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown - Aye  
Director Patrick Feder - Aye  
Director Gregory Lee Mathison, Jr. - Aye

**MOTION FOR CLOSED SESSION**

Thereafter, on motion duly made by Director Feder, seconded by Director Brown, and unanimously adopted, it was decided that there shall be a closed meeting of the board of directors, with closed records and closed vote, to be held for the discussion pursuant to RSMo. Section 610.021 (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; RSMo. Section 610.0.021(3), Hiring, Firing, Discipline or Promoting of Particular Employees by a public governmental body when personal information about the employee is discussed or recorded; and RSMo. Section 610.021(23), Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups, to occur immediately after "new business" or at such time during the meeting as convenient to the meeting and/or R.S.Mo. Section 610.021 (18) discussion of operational guidelines, policies, or responses plans for discussion or adoption to avoid or prevent any critical incident as defined in Section 610.021(18).

The Board of Directors being present and voting affirmatively, the Motion was adopted and approved. The roll call vote was as follows:

Director Charles L. Brown - Aye  
Director Patrick Feder - Aye  
Director Gregory Lee Mathison, Jr. - Aye

Based upon the foregoing vote, the public session of the meeting of the Board of Directors adjourned at 6:10 p.m. and a Closed Meeting was held.

**RECONVENING OF OPEN SESSION**

The public portion of the meeting reconvened at 7:12 pm.

THE CHAIRMAN ANNOUNCED THAT OFFICIAL VOTES WERE HELD WHILE IN CLOSED MEETING.



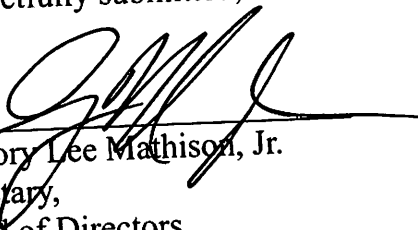
**X. ANNOUNCEMENT OF NEXT MEETING**

Therefore, there being no other or further business to come before the Board, the Chairman stated that the next regular meeting of the Board of Directors shall be held on Tuesday, April 8, 2022 at 1730 hours, Fire Station 1, Meeting Room, 4849 Highway 109, Eureka Fire Protection District, Eureka, Missouri.

**ADJOURNMENT**

Upon motion duly made, seconded, and unanimously approved, the Chairman adjourned the general public meeting of the Board of Directors at 1813 hours (6:13 p.m.).

Respectfully submitted,




Gregory Lee Mathison, Jr.  
Secretary,  
Board of Directors

Approved:



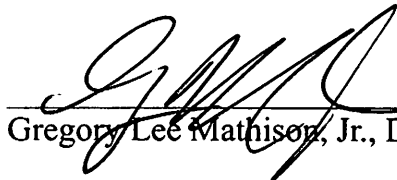
04/26/22  
Date

Charles L. Brown, Director



4/26/22  
Date

Patrick Feder, Director



4-26-22  
Date

Gregory Lee Mathison, Jr., Director