



central county

FIRE & RESCUE

SAINT PETERS, MO

***Official Minutes
Work Session
January 2, 2019***

The Central County Fire & Rescue Board of Directors held a Work Session on Wednesday, January 2, 2019, 6:00 PM, at Headquarters, located at 1220 Cave Springs Blvd, St. Peters, MO 63376. Present were Chairman Dave Tilley and Treasurer Patricia Hamm. Secretary David Bell attended the meeting by phone. Also present were Chief Dan Aubuchon, Assistant Chiefs Steve Brown and Gary Donovan, Shop Steward Tim O'Mara and Assistant Shop Steward Bryan Steinmeyer. The meeting was called to order at 6:07 PM.

Pledge of Allegiance

Dave Tilley led the Pledge of Allegiance.

Approval of the Amended Meeting Agenda

There was a motion to approve the amended agenda by Patricia Hamm. There was a second by Dave Tilley.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Reading of Invoices over \$2,500

Chief Aubuchon read all invoices over \$2,500.

Authorization to Pay Bills

There was a motion by Patricia Hamm to pay all bills. There was a second by Dave Tilley.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

Discussion of Requests for Proposals-Professional, Maintenance and Repair Services

Assistant Chief Gary Donovan presented to the Board the Requests for Proposals the District received for professional, maintenance and repair services. Chairman Tilley stated the proposals would be discussed further in Closed Session.

Purchase Requests/Staff Recommendations

Chief Aubuchon presented to the Board a recommendation from the Planning Committee to purchase from Leo M. Ellebracht Company Scott Safety 4500 PSI NFPA 2013 Edition X3 Pro Self-Contained Breathing Apparatus for a total cost of \$607,753.00. There was a motion by Patricia Hamm to purchase the Scott Self-Contained Breathing Apparatus from Leo M. Ellebracht. There was a second by Dave Tilley.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

There was a motion by Dave Tilley to go into Closed Session for legal, personnel matters and labor negotiations. There was a second by Patricia Hamm.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

There was a motion by Dave Tilley to close Open Session at 6:15 PM. There was a second by Patricia Hamm.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

The Closed Meeting was adjourned at 6:47 PM and the Board returned to Open Session to announce the votes held during the Closed Session.

There was a discussion regarding the Requests for Proposals-Professional, Maintenance and Repair Services. The following RFP's were accepted by the District:

- The District received one proposal for annual preventive maintenance of HVAC equipment at all District buildings from Thermal Mechanics Inc. for a cost of \$18,725.00. There was a motion by Dave Tilley and a second by Patricia Hamm to accept the proposal from Thermal Mechanics Inc.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell - Attended by phone

- The District received four bids for lawn care and landscape service at all District buildings. After reviewing all bids, Patricia Hamm made a motion to accept the best bid from Pezz Lawncare for an annual cost of \$28,117.00. There was a second by Dave Tilley.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell – Attended by phone

- Two proposals were received for legal services for the District. The District received a proposal from Klar, Izsak, and Stenger for \$150 per hour with option of monthly retainer and a proposal from SWMOH-Spector Wolfe McLaughlin O'Mara Hall for \$165 per hour with option of monthly retainer. There was a motion by Patricia Hamm and a second by Dave Tilley to accept the proposal from Klar, Izsak, and Stenger.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell – Attended by phone

- The District received one proposal for accounting services for the District from Rognan and Associates for a monthly fee of \$2,500.00. There was a motion by Dave Tilley to accept the proposal from Rognan and Associates. There was a second by Patricia Hamm.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell - Attended by phone

- The District received one proposal for public engagement for the District from Creative Entourage for a monthly fee of \$2,100.00 a month. Dave Tilley made a motion to accept the agreement with Creative Entourage. There was a second by Patricia Hamm.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell - Attended by phone

There was a discussion regarding personnel matters. There was a motion by Dave Tilley and a second by Patricia Hamm for a one-time 457 catchup with option of \$5,000.00 for each employee.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell – Attended by phone

Patricia Hamm made a motion to adjourn the meeting at 6:50 PM. There was a second by Dave Tilley.

Vote: Dave Tilley (Y) Patricia Hamm (Y) David Bell (Y)

The Meeting was adjourned at 6:51 PM.

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