

**STE. GENEVIEVE COUNTY FIRE PROTECTION DISTRICT NOTICE AND
MINUTES FOR AREGULAR OPEN MEETING OF THE BOARD OF
DIRECTORS**

NOTICE

The Board of Directors of the Ste. Genevieve County Fire Protection District conducted a regular openmeeting of the Board of Directors on May 21, 2025, starting at 7:00 p.m., at Fire House, District Headquarters located at 11750 Zell Rd, Ste. Genevieve, MO 63670. The Notice was posted on the door more than twenty-four hours in advance of the meeting.

MINUTES

1. Call to order occurred at 7:02 pm, followed by the Pledge of Allegiance.
 - a. Roll Call:
 - Bernard T. Grieshaber (BG) - Present
 - David S. Kertz (DK) - Present
 - Kevin A. Moro (KM) - Present
 - Kimberly Wilder (KW) - Present
 - John L. Dimick (JD) - Present
2. BG made a motion to appoint Kevin Moro as temporary President and David S. Kertz as temporary Secretary of the meeting. KW seconded. All were in favor.
3. KM made a motion to adopt Ordinance 2025-001 to accept results of April 8, 2025 election and the boundaries of the District, as confirmed by the Incorporation Decree. KW seconded. All were in favor.
4. Consideration of oral resolution approving the election of the District's Officers:
 - a. BG made a motion to elect Kevin A. Moro as President. DK seconded. All were in favor.
 - b. KM made a motion to elect David Kertz as Secretary. KW seconded. All were in favor.
 - c. KM made a motion to elect Bernard T. Grieshaber as Treasurer. DK seconded All were in favor.
 - d. KM made a motion to elect Kimberly Wilder as Assistant Treasurer and Assistant Secretary. BG seconded. All were in favor.
 - a) KM made a motion to appoint Tim Fleig as Budget Officer. DK seconded. All were in favor.

5. All discussed possible consideration of Ordinance 2025-002 establishing the District's By-Laws. KM made a motion to adopt Ordinance 2025-002, establishing the District's By-Laws. BG seconded. All were in favor.
6. There was a discussion of the Sunshine Law and it was determined that the Secretary of the District would be the Custodian of Records, which was incorporated into the draft of Open Record's Policy. KM made a motion to adopt Ordinance 2025-003, establishing the District's Open Record's Policy. DK seconded. All were in favor.
7. There was a discussion about the start date for operations of the new district and the effective date for when the services, liability, assets, etc. would be transferred from the volunteer associations to the new District. The tentative date of August 1, 2025 is planned. Nonetheless, the District needs a Chief and command staff in place to get the District operations in order for the start date of service.

KM made a motion to make an oral resolution naming Tim Flieg as the District's Fire Chief. DK seconded. All were in favor.

KM made a motion to make an oral resolution naming Rick Drury as the District's Assistant Fire Chief. BG seconded. All were in favor.

The new Chief presented the Board with a proposed outline of his proposed command staff organization and assignments at the seven firehouses. The Board will review and consider the Chief's recommendations for individuals to be named/hired to serve in these positions.

8. Consideration of oral resolution naming the District's professional contractors:
 - a) KM made a motion to appoint Vatterott Harris P.C. as District Counsel. BG seconded. All were in favor.
 - b) The need for a District Accountant and Auditor was discussed. BG will solicit proposals from accounting firms with experience in public entity work and make a recommendation to the Board at the next meeting. The names of possible firms that may be considered are Greg Spinner/Spinner & Company, Beussink, Hey, Roe & Stroder LLC and Thurman, Shinn & Company.
9. BG made a motion to adopt an oral resolution naming Bloomsdale Bank as the District's official depository and establishing bank accounts. KM seconded. All were in favor. BG was authorized to open a bank account.
10. Sarah Vatterott indicated that she would obtain an Employee Identification Number (EIN) for the District and that the BG, as Treasurer, would be the contact name or responsible party on the application. This is needed to open the account at the Bank. The District will also need to apply for a Missouri Employer ID, which can be completed online. This number is needed to complete the Form 1746 for the Sales and Use Tax Exemption application. She also advised the District about registrations with State Agencies, including

the Missouri Division of Fire Safety, State Auditor and Ethics Commission.

11. There next was discussion about the transfer, assignment and/or donation of real estate, vehicles/apparatus, equipment, cash and contracts from the volunteer associations. The Board has been working on a list of all VINs for the apparatus and vehicles that will be donated to the District for purposes of insurance. All volunteer associations are requested to obtain the original titles and any bills of sale so these can be attached to the transfer agreements that will be signed.

A list of apparatus that currently owned by Conservation is being compiled and then the District will need to confirm with Conservation about which will have: (1) ownership transferred to District, (2) ownership remain with Conservation, but the District is authorized to use and needs to insure and (3) be returned to Conservation. There is at least one apparatus that is missing title and another (pick up) that Conservation needs to retrieve as the department is no longer using it.

There was also a discussion regarding the real estate that will be transferred to the District. Zell indicated that the parcel received from the Archdiocese will be transferred back. Weingarten has already spoken with Bloomsdale Bank regarding the transfer of its two properties to the District, which are currently encumbered with a deed of trust securing a loan. The District will assume this debt. One of the parcels owned by Weingarten is subject to a Right of First Refusal. KM will speak with the Lake Forest Estates HOA about this matter and see if they want to (1) release their interest or (2) consent to the transfer to the District since fire services will still be provided from the firehouse at the property.

The Mayor of St. Mary was in attendance and spoke of tentative plans regarding the equipment and real estate owned by the City. The equipment will be donated to the District. There is one apparatus that was donated to the City from Goose Creek. If the District no longer has a use for this apparatus, it must be donated to another fire department in need rather than sold. The real estate and current fire house will be transferred to the District on the condition that it reverts back to the City if it is no longer used as a firehouse. St. Mary operates on a October 1 – September 30 fiscal year, but the hope is that the transfer can occur for the August 1, 2025 date.

12. Because of the need to have time to transfer insurance, title, etc. the Board discussed, considered and, upon the motion of KM, seconded by KW and approved by all, an oral resolution was passed authorizing Bloomsdale Volunteer Fire Department, Kinsey Volunteer Fire Department, Ozora Community Fire Protection Association, Saint Mary Volunteer Fire Department, Weingarten Volunteer Fire Department and Zell Volunteer Fire Department to provide fire suppression, fire prevention, rescue, hazardous material response, or special operation within the legally defined boundaries of the Ste. Genevieve County Fire Protection District pursuant to § 320.310.2, RSMo through August 30, 2025.
13. BG is sending out request for proposals for liability insurance, building/property insurance, vehicle insurance, worker's compensation coverage, as well as surety bond (\$1000) and

fidelity bond (\$5000) for directors. Sarah advised the Board that the surety and fidelity bonds cannot wait until the August 1, 2025 effective date and advised that an application should be submitted now that officers have been named.

14. There was a discussion of Ordinance 2025-004 approving the Budget for the short calendar year (April 22- Dec 31, 2025). BG made a motion to table adoption of the ordinance until the next meeting until the insurance costs, cash donation amounts and similar matters were determined. KM seconded. All were in favor.
15. All discussed possible consideration of Ordinance 2025-005 adopting an investment policy, which is consistent with the State Treasurer's model policy. KM made a motion to adopt Ordinance 2025-005, establishing an Investment Policy. DK seconded. All were in favor.
16. Certified Fire District Board Training was discussed. Directors have one year to complete.
17. Notice of monthly meeting and Agenda template was discussed. Notices will be posted to the front door of every station advising of the regular meeting on the second Wednesday of the month at 7:00pm and the agenda will be posted at the Zell fire house at least 24 hours in advance of the meeting.
18. Next Meeting. The next meeting will be held on June 11, 2025 at 7:00pm.
19. Meeting adjourned at **9:04** pm.