

**HILLSBORO FIRE PROTECTION DISTRICT 120 FIFTH STREET
HILLSBORO MISSOURI 63050
BOARD OF DIRECTORS MEETING MINUTES**

July 14, 2021

1. Meeting Opening/Announcement of a Quorum

1.1. The Regular Monthly Board of Directors meeting of the Hillsboro Fire Protection District was called to order on July 14th, 2021, at 7:00PM, at Hillsboro Fire Protection District Station 1, in the Boardroom, Located at 120 5th Street, Hillsboro, MO 63050. Present were President Gary W. Boyer, Treasurer Matthew E. Woods and Secretary Robert Brown. Fire Chief Brian Gaudet and Deputy Chief Jason Darian were also present. Director Gary Boyer will “Chair” the meeting and he announced that a quorum was present. Fire Chief Brian Gaudet recorded the minutes.

2. Approval of Consent Agenda

2.1. Director Gary Boyer asked if there were any additions or deletions to the agenda. Chief Gaudet asked to add online bill pay under New Business item 10.2. Director Gary Boyer made a motion to approve the agenda with the addition of item 10.2 under New Business. The motion carried without objection.

3. Public Comment

3.1. None

4. Approval of Minutes

4.1. Director Brown presented the Board with the June 9th, 2021, Regular of Directors Meeting Minutes. After review, Director Matt Woods made a motion to approve the June 9th, 2021, Regular Board of Directors minutes as presented. The motion carried without objection.

5. Financial Report

5.1. Treasurer Matt Woods gave the financial report for month ending June 30th, 2021.
Total in all District accounts \$1,091,376.28
Liabilities \$-2,185.70 (Payroll Liabilities)
Director Robert Brown made a motion to file the treasurer's report for audit. The motion carried without objection. A detailed treasurer's report is attached hereto and made part thereof.

5.2. Treasurer Matt Woods presented the Board of Directors with Ordinance 21-09 to appropriate funds to pay claims and demands for the month of June 2021.

Director Gary Boyer made a motion to approve Ordinance 21-11 as presented and a roll call vote was taken with the following outcome:

Director Gary Boyer - Aye
Director Matt Woods - Aye

Director Robert D. Brown - Aye

Ordinance 21-11 passed without objection.

6. Fire Marshal's Report

6.1. June 2021 Fire Marshal's Report

Building Permits

Permits Issued - 3

Fees Charged - \$560.00

Fees Collected - \$200.00

Firework Retail Stands

Permits Issued - 2

Fees Charged - \$6,600.00

Fees Collected - \$6,600.00

Total Fire Marshal's Office June 2021 – \$6,800.00

7. Fire Chief's Report

7.1. Chief Gaudet presented the Board with the written Chiefs report

7.2. It was yet again a record-breaking month. The Hillsboro Fire Protection District ran 119 calls for service in June of 2021. This is most calls ever run in a month by the Hillsboro Fire Protection District. The run of bad calls continues for our residents. On June 10th we suffered a fire fatality from a vehicle accident on Highway BB.

8. Communications

8.1. Chief Gaudet present the Board with the First Certification of the 2021 Assessed Valuation. Chief Gaudet stated our assessed valuation has increased by a substantial amount, approximately 20 million dollars. However we won't see that amount for we will only be able to increase our budget by the CPI adjustment, which is 1.9% and new construction. We will have roll back our tax rate several cents to comply with the Hancock Amendment.

9. Old Business

9.1. None

10. New Business

10.1. Chief Gaudet presented the Board of Directors with the received concrete driveway replacement bids.

Only one contractor submitted a bid for the project, Kimes Contracting LLC. Kimes Contracting submitted the following bids:

Kimes Contracting LLC

- Primary Project (Driveway in front of Engine Bay Replacement - \$11,880.00
- Alternative Bid 1, Parking lot replacement - \$31,555.00

After some discussion, Director Woods made a motion to accept Kimes Contract LLC's bid for the Primary Project only in the amount of \$11,880.00. All were in favor and the motion carried without objection.

- 10.2. Chief Gaudet presented the Board of Directors with an update to Board Management Policy 4 (BMP 4) titled Banking Policy. Chief Gaudet stated he would like to start paying all of the district's bills online. Chief Gaudet stated that all invoices would be signed and reviewed by at least 2 Directors prior to submission through the bank. It would be the same two signature system we use now, but the Directors would sign the invoices not the Checks. This will save on postage, envelopes, and time. Director Brown made a motion to accept the update to BMP 4 and begin paying as many of the District's bills as possible online. All were in favor and the motion carried without objection.

11. Closed Session

- 11.1. None

12. Adjournment

- 12.1. Being no further business to come before the Board, Director Boyer made a motion to adjourn the meeting at 7:10 P.M. All were in favor and the motion carried without objection.

Gary W. Boyer, President

Matthew E. Woods, Treasurer

Robert D. Brown, Secretary

Brian Gaudet, Minute Recorder