



Millersville Rural Fire Protection District
155 County Road 482
Millersville, MO 63766

Board of Directors Meeting
September 18, 2023

Date: September 18, 2023

Time: 6:30 P.M.

Call to order: President Bob Hull

Prayer: Pastor Jason Grubbs

Board Members Present: Jason Grubbs, Robert Hull, Annie Criddle, Martha Friese, Jennifer Vandeven

Chief: Fire Chief Ray Warner

Deputy Chief: Michael Bell, Bryan Burson (both not present)

Auxiliary: Megan Hurst, President (not present)

The meeting was called to order at 6:28 P.M. by Robert Hull. Jason Grubbs led us in prayer.

MINUTES OF PREVIOUS Board Meetings:

Review of August 21, 2023 regular minutes:

- Jason made a motion to approve minutes. Jennifer seconded. All in favor and motion passes.

Review of August 21, 2023 closed session minutes:

- Martha made a motion to approve minutes. Jennifer seconded. All in favor and motion passes.

TREASURER’S REPORT: Account balances as noted per Jennifer’s report:

Operations Account: \$52,880.58*

Operations Debit: \$963.16

Auxiliary Account: \$12,657.53

Debt Service Funds: \$72,533.03

Money Market: \$81,127.86

Building Funds: \$6.07 (interest)

*Significant amounts reflected in balance: \$7500 loan payment, \$5600 C&B (repairs on trucks), \$1080 + \$500 for website +\$800 pest control

Jennifer presented August Profit & Loss statement. She noted the following:

- Account balances as noted above.
- Checks and invoices distributed to the Board.
- Chief & Jennifer are planning to meet next week to continue to work on expenses and reconciliations.
- Stop payments for check #1274 (NAPA) & #1317 (Semo Motor sports) have been voided in QuickBooks.
- Tax rate certification letter dated August 22, 2023 is attached.

- Discovered that there were charges on debit card (Hulu). This has been cancelled.
- Last month, Form 126 was submitted for address change and was rejected. Jennifer has new form for submission to get it corrected.
- Received latest bill for PO Box \$178 annually.
 - Has a list for everything that is coming to that box and is paid through the end of Sept. 2023 and will be cancelled.
- Operations account has an overdraft sweep account for debit account (Montgomery bank).
- Current officers need to be updated on checking account (Montgomery bank).
- Checks that had not cleared account #1297, 4 checks in that bundle didn't clear (all issued on 3/16/23)
 - Annie inquired about online bill pay – Bilek's, Napa still require checks.
 - Innovative Idea didn't receive check. Annie suggested to drop off payment since they are local.
 - 2 checks that didn't clear were for the pay per call (\$3 & \$9 amounts)

Treasurer's report was accepted.

GUEST SPEAKERS: Guest asked about annual pest control \$860 for 3 stations.

AUXILIARY REPORT: no report. Chief Warner introduced Crystal regarding Auxiliary organization.

Hailey Howard, Anna, Courtney make up the Auxiliary. Chief asked for a meeting to get set up for Christmas card preparation and bags for School's fire prevention week. The By-Laws will be revised to reflect that Auxiliary members do not have to have the requirement of spouse on the fire department. Board will appoint officers by letters of intent that get sent to the Board and the Board will vote on this.

Crystal was a Fire fighter on Fruitland's dept. Understands the importance from a fire fighter's standpoint through the fundraising component. A letter of intent is due by October 31. Chief will discuss the approach with the other members of the Auxiliary.

Chief presented change to By Laws and will formalize for next Board meeting. Annie indicated that having the desire and ability to fundraise is critical and it seems that Crystal has that desire.

FIRE CHIEF REPORT: Chief Warner reported on the following:

- Attendance tracking - Chief Warner reported 22 calls for August 2023. 50% are medical calls. Ray offered that he can filter any other preferred method of tracking.
- Website – currently being built. www.mrfpd.specialdistrict.org. Going live Thursday and the url name will change. Need to get Board members logged in. Ray has an appointment Thursday and doing webinar to be make sure compliant w/ FD guidelines. Also going to review training.
 - Name to change to: open to suggestions...Jennifer suggested www.mrfpd.org if it's available
 - The site includes a portal for Board for communication.
 - Chief added our names to the website.
 - Only thing that Chief requires for compliance is the audit from last year and this year. Otherwise, everything else is current.
 - The site builder indicated that we are compliant enough to go live.
 - Website has "join me" button – email Christmas cards from website possibly
 - Can also use this as an email for email advisory blasts
 - Content building takes time – Chief works on this minimum 3 hrs/day
 - ID card required for fire scenes, tornado or earthquake – will need legal action for mobilizing the disaster
 - NIMS training for incident training
 - Calendar listed on the site also – to include the Board meeting date(s).
 - Board has a login for Board portal along w/ member portal

- Budget completed – under New Business
- Outside yard work – talked to Eddie, trying to get in touch with Jeff to start soon
 - No training site found yet.
 - Need to buy dirt.
- Chief is planning to attend the Water Board meeting Wednesday.
 - Discussed a gentleman stealing water and selling to fill swimming pools.
 - Chief reported that the Water Dept. is going to shut down the fire dept hydrant. Water Dept indicated that this is lawful. Chief doesn't own a wrench to start the water supply once it is shut down. He indicated that this puts the community in jeopardy.
 - Water Dept doesn't want to prosecute, but wants to react when a fire emergency occurs.
- Bryan working on cutting weeds in the yard. Neighbor is complaining about the weeds and writes notes and places on door when someone leaves.
- Duty Officer Position – not as focused on this as other priorities have surfaced.
- Training Site – continuing to search for a site. The Water Dept. is very interested in the current site that MRFPD owns.
- Grants:
 - Bid 3504 AFG grant – just received an invoice for payment after several attempts. Requested \$39,468 for 2021 grant. Owe \$37,868. The chain saws were higher in price resulting in a bit more monies on the amount owed.
 - Regional Hose grant - some has arrived and hoping for all to arrive in October, possibly early 2024. All has to be tested before use on truck.
 - AFG 2023 – SCBA filling station – working on BID 3507 packet for truck room.
 - \$50,000 grant, prices have escalated since completed the grant.
 - American Rescue Plan Act grant - For extrication tools. Awarded to Banner. Have the Fire side. Ordered extrication equipment and we are released to pay our portion. Chief indicated that the ARPA grant needs to be released for MRFPD to receive the monies.
 - ARPA for medical – still waiting on confirmation about award. Approx. \$2000-\$3000.
 - Haven't received letter to confirm. Spoke w/ someone to verify when receive confirmation.
- Department Vehicles:
 - 3511 – has a small electronics issue and is being addressed.
- Misc: Fire Prevention Week at School – Oct. 13 (Friday) 1:45-2:15 PM – Board is welcome to attend.

SOS UPDATES: No updates per Bryan.

OLD BUSINESS: Regarding closed session last month, Ray is still working out logistics. Oct. 1 is when change will begin and will get with Jennifer if the amount to pay out goes to 50% or to be omitted completely. Currently, this is in discussion.

NEW BUSINESS:

- Budget – Chief distributed 2022 fiscal year
 - Chief reduced operating expenditures to \$92,500
 - Last year, MRFPD received \$227,000, and was supposed to get \$236,000.
 - Capital equipment increased to \$20,000 from \$10,000 (received grants – 50/50) – if the amount is not spent, new gear will be purchased.
 - Avg \$630/mo in fuel – budgeted \$6,000
 - Administrative portion about the same as last yr.

- \$22,000 for generator was taken out of money market and put in operating account (money market account was established for the new station for construction.
- Another tanker is needed for Station 3.
- If get ARPA grant, get \$10,000 for medical truck.
- \$25,000 is allocated for truck maintenance in 2024 budget.
- Jennifer reported that she can get the budget completed this week and will meet with Chief on Sept. 27 to discuss Auxiliary funds, she will email proposal for meeting and approval of budgets.
- Per Bob, will need a special meeting for Budget approval
 - Oct. 15 – deadline for County to receive budget

Per Martha – effective today, she reported that she needs to resign from the Board as she will be living in Fruitland. She regrets to inform the Board of this and has been a pleasure to serve on the Board. This will be Martha’s last meeting.

Roll call vote to accept Martha’s resignation.

Jason – yes

Jennifer – yes

Annie – yes

Bob – yes

NEXT MEETING: October 16, 2023, 6:30 P.M.

ADJOURNMENT: Jason made motion to adjourn and Annie seconded. Meeting adjourned at 8:11 PM. All in favor. Motion passes.

Minutes approved _____

Respectfully submitted,

Bob Hull, Board President



Scott Fitzpatrick
Missouri State Auditor

CERTIFICATION LETTER

August 22, 2023

County Clerk
 Cape Girardeau County
 1 Barton Sq., Admin Bldg.
 Jackson, MO 63755-0000

RE: 12-016-0006 Millersville Rural FPD

Dear County Clerk:

We have received information to substantiate compliance with Missouri law for the 2023 property tax rates for the above-captioned taxing authority. Section 137.073.6, RSMo, requires the State Auditor to examine such information and return to the county clerk our findings regarding the property tax rate ceilings and the debt service levy, if applicable. The State Auditor's Office has relied on information presented and representations made by the taxing authority for our review of the tax rate ceiling(s) and actual property tax rate(s) levied. Our findings are based upon existing constitutional provisions, statutes, rulings, and court decisions.

We understand that the taxing authority's property tax rate ceiling(s) and actual property tax rate(s) levied for 2023 to be as follows:

Purpose	Tax Rate Ceiling or Maximum Allowable Debt Service	Sales Tax Reduction	20% Required Reduction 1st Class Charter County Political Subdivision Not Submitting Estimate Non-Binding Tax Rate	Voluntary Reduction	Recoupment Rate	CERTIFIED RATE	Taxing Authority's Proposed Rate	Complies with MO Laws Yes/No
General Revenue	0.3000	0.0000	0.0000	0.0000	0.0000	0.3000	0.3000	Yes
Debt Service	0.1063	0.0000	0.0000	0.0133	0.0000	0.0930	0.0930	Yes

Based on the information submitted by the taxing authority we find the CERTIFIED RATE(S) for the taxing authority as listed above, complies or does not comply with the provisions Section 137.073, RSMo, as indicated above. Any taxing authority levying a rate(s) higher than the certified rate(s) is/are not in compliance with Missouri laws. All tax levies not in compliance will receive a Notification of Non-Compliance Letter sent certified mail, will be referred to the Missouri Attorney General's Office pursuant to Section 137.073.6(2), RSMo, and will also be noted in our Review of 2023 Property Tax Rates report. A copy of this letter must be sent by your office to the above captioned political subdivision to comply with Section 137.073.6, RSMo.