



## Millersville Rural Fire Protection District

155 County Road 482  
Millersville, MO 63766

### Board of Directors Meeting – Jennifer's Notes

Date: December 16, 2024

Time: 6:32 P.M.

Call to order: President Bob Hull

Prayer: Pastor Jason Grubbs

Board Members Present: Robert Hull, Jason Grubbs, Jennifer Vandeven

Chief: Fire Chief Ray Warner

Deputy Chief:

Auxiliary: Crystal Friedrich, President

Attending: Casey Nabors, Sean Mitchell, Carter Williams, and Brent Friedrich

The meeting was called to order at 6:32 PM by Robert Hull. Jason Grubbs led us in prayer.

#### **PLEDGE OF ALLEGIANCE:**

All present recited the Pledge.

#### **MINUTES OF PREVIOUS Board Meeting/Work Session:**

Review of November 18, 2024 regular minutes:

- Jason made a motion to approve the minutes as written, Sheila seconded. All in favor and motion passes.

#### **TREASURER'S REPORT:** Account balances *as of November 29, 2024*

Operations Account = \$ 38,779.90

Operations Debit = \$2,227.78

Auxiliary Account = \$4,619.53

Debt Service Funds = \$77,345.01

Money Market = \$81,470.06

#### **Treasurer Statement**

Statement includes APRA grant deposit

Payroll automated taxes still pending approval from appropriate agencies; will follow up in January.

Pending funds transfer of \$89.35 for bond.

FYI - First 2025 taxes received on 12/13/24 (\$35,455); this will be reflected next month.

Sheila asked if all utilities are paid automatically; they are.  
Sheila asked how many debit cards are on the accounts.  
Sheila inquired if Ray and Jennifer both reviewed; yes.

Treasurer report accepted as written.

**SECRETARY'S REPORT:**

**GUEST SPEAKERS:** none

**AUXILIARY REPORT:**

Crystal gave Jennifer receipts from the Christmas party.

**FIRE CHIEF REPORT:** Chief Warner reported on the following:

- 29 calls in November – call sheet passed around to the group. Bryan has a spreadsheet to track for now because reporting stuff hasn't been figured out yet.
- 1 application from Tony Becker; he was on the department several years ago.
  - Sheila inquired how the previous applicants are doing.
    - Colby is leaving because of the demands of a new job
  - Jason asked if he was a good member previously and Ray confirmed.
- Grants
  - Ray asked for \$58k from the SAFER grant for our recruitment and retention program. FEMA said that Ray can't ask for the LED sign but he has to complete some other documentation (EHP) before they can approve that. This includes some photos and other data to show details of where it will go. Ray resubmitted without the sign for \$28k and we are waiting on a response. This includes 10x10 popups, tables, table skirts, recruitment banners, televisions, etc. with our logo on it.
    - Casey will be working on a video for recruitment as well.
    - This was started on the 2015 grant but was not completed.
  - ARPA – no idea what happened on this. The award package that has to be completed by Board President. Initially they sent them with the wrong name, corrected, Ray sent in, they contacted us 6 months later, so Ray sent again, they contacted Bryan that Ray needed to submit a letter, Ray did that last week and followed up with a phone call to make sure they got it. They are now going to open up our EMS grant; this is still locked up. The ARPA grant for the radios was marked as open the same day as the EMS grant opened. Radios have been ordered, but have not been received. These should all be under control now.
  - AFG – extractor and dryer has been awarded to Banner; quotes were under \$10k (purchased separately). Extractor will go near the sink in the truck bay and require moving a few things around but it will fit. Nothing special needed to install. Now working on bids for 5 sets of gear on the same grant. Ray is writing the spec based on Honeywell/Morning Pride gear. Jackson just went through all this and has the specs and quotes so Ray is leaning on that knowledge.
  - Met with Ramsey on 2024 SAFER grant and it was submitted last week to FEMA. We are asking for wildland firefighting gear for the department for \$38k.

- Talked to Ramsey today about the vehicle and not going to do that.
    - The tankers we have there is a chance but not likely to get a tanker. Our tankers are not as old as some of the others the grant is being approved to replace. We're going to just look for a used one. This could take 4-5 years.
  - Will do a regional grant for Bail out kits (self rescue kits). We got some in 2016/17 but those are outdated. MRFPD, Whitewater, and Scott City will go on this together (Regional).
  - Did not get Fire Prevention Grant
- Assistant Chief position – still leaning that way and Ray is working to define. There will be a contract for that position.
- Training Officer position – Ray has been concentrating on the Training Officer position. He will continue to work on the training exam. Ray is hoping the board can assist in conducting the exam; oral interview, teach a class, and workskill test (build a spreadsheet or calendar). Ray will put at max of \$200/mo on that position (\$50/training).
- ESO Reporting – still fighting and learning that; growing pains. It is getting better every day.
- Ray is reviewing the whole rank structure (org chart). He is considering changing the hierarchy of some positions and the weight they carry. Example, medical officer could be a higher rank. The goal is to have the new rank structure in place in January.
  - Sheila asked if there are discussions and exchanges of information between departments. Ray confirmed that they can share information but each typically does their own thing.
- Information Tech position – this will be an interview process. Will include abilities and attendance as well. Not currently sure where this would rank in the new structure yet.
- Will look for a tanker more after the first of the year.
- Trucks
  - Reserve truck had antifreeze leak and lost all antifreeze but it's being worked on at Rush
  - 3531 has an electronic issue (Engine at Station 3).

**CLOSED SESSION:** no closed session

**OLD BUSINESS:**

- Election Update – no candidates have come in; did go in paper last week and will run through the end of the month. Affidavits will come after it is run. Other departments have posted it on Facebook so this is something Ray is going to look into.
  - Casey said that they only did it on Facebook in Fruitland and on the door.
  - Discussion ensued about more visibility and demographics on Facebook than CBJ.
  - Ray intends to run for the board when he resigns as chief. Bob said he has no problem if Ray wants to sit in the vacant spot until the election. He would have to run for election; he'll have to do before the deadline is up to run in April.
  - Jason made a motion to appoint Ray Warner to the vacant position on the board. Sheila seconded. All in favor; motion passed.

- Notary update – Jennifer said she could come back and Casey said that he is also a notary so there is no need for another person to pursue the position.
- Chief – there is a job description. Bob asked about what the plan was for the fire chief. In February we will put out for a new chief for the department to be appointed in March/April.
  - Ray has the job descriptions and will provide copies to the board along with an updated chief contract. The contract is due January 1. Ray is intending to renew his contract through April. He will be sure to provide a copy of it to all new applicants. The contract also states that Ray can resign at any time.
  - Ray will have the contract out Wed/Thurs.
  - Meeting set to meet on December 30, 2024 at 5:30PM.
- Laptops – Treasurer laptop is done and set up and the secretary's should be done in the next day or two.
- Speaker/recording system has been purchased to allow a recoding to be made so that the secretary can listen to it and take the notes later.

**NEW BUSINESS:** no new business

**NEXT MEETING:** January 20, 2025 6:30 P.M.

**ADJOURNMENT:** Jason made motion to adjourn and Sheila seconded. Meeting adjourned at 7:53 PM. All in favor. Motion passes.