

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

NOTICE

The Board of Directors of the Ste. Genevieve County Fire Protection District conducted a regular open meeting of the Board of Directors on August 12th, 2026, starting at 7:00 p.m., at Zell 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 7:00 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) - Absent
2. Minutes of Previous Meeting to be Considered – BG made a motion to accept the minutes from the previous meeting. All were in favor.
3. Acceptance of Amendments to the Agenda – BG proposed adding Financial Audit, Security Awareness Training and the Propane Tanks at House #2 and House #5 to the agenda under New Business. KW made a motion to make the additions to the agenda. All were in favor. BG made a motion to accept the updated agenda. All were in favor.
4. Treasurer's Report- BG reported for the month of July the district had income of \$7,886.20 and expenses of \$72,555.17. Currently there is \$901,557.78 total in the CDs and bank accounts. He also reported on invoices for various bills to be paid. DK made a motion to approve payment of the invoices. All were in favor.
5. Chief and Assistant Chief's Report. (Tim Flieg)
 - a. Road Construction- Tim has been in contact with MODOT to ensure there will be access around or through construction zones when roads, such as Highway 61, are closed for road improvement projects.
 - b. Trucks are starting to be re-lettered. There are issues with paint peeling when the old lettering is being pulled off. Sentinel will repaint the affected areas.
 - c. News signs are going up at all of the stations. House #8 is the only one that has not been installed yet.
 - d. Tim announced two new firefighters: Robert Schuetz, Jr. will be assigned to House #5. KM made a motion to approve Robert as a new firefighter. All were in favor. Jonathan Wezner will be assigned to House #3. KM made a motion to approve

Jonathan as a new firefighter. All were in favor.

- e. Tyler Urban, who recently resigned, has been reinstated.
- f. Tim announced Ed Korczak's retirement and presented him with a plaque.
- g. Tim went over the Lawn Care Policy, how to sign up and that it pays \$300 each time someone mows all seven houses. KM made a motion to approve the policy. All were in favor.

6. Old Business

- a. Tax Levy Hearing- The hearing date was changed to August 20th, 2026 due to BG being unable to attend on the previously scheduled date of August 26th, 2026.
- b. Holcim Appeal- KM said the district has decided to participate in the Holcim Appeal and share in the expenses. So far Ste. Genevieve County has incurred expenses of \$81,510. The district's portion of these expenses is \$5,077.00. A hearing on the appeal will be held in Clayton, MO on September 9th-11th, 2026.

7. New Business

- a. Ordinance to adopt 2026-2027 budget- This is an annual requirement from the state. A copy of the budget will be attached as an exhibit. KM made a motion to approve this ordinance for the 2026-2027 budget. All were in favor.
- b. Capital Expenditure Policy (Policy 2026-01) - This is a state requirement and part of the audit. It instructs our CPA how to classify any capital expenses under \$10,000. KM made a motion to accept the Capital Expenditure Policy. All were in favor.
- c. Fund Balance Policy (Policy 2026-02)- This is a state requirement that defines how we hold money in reserves and what classification of funds is used in what particular order. The district has to maintain an unrestricted fund balance of not less than 10% of annual operating expenditures for the fiscal year. This will act as an emergency fund and must be enough to cover two month's expenses. After discussion it was decided that the percentage should be 10%. DK made a motion to approve 10% as the percentage level in the policy. All were in favor. KW made a motion to accept the Fund Balance Policy. All were in favor.
- d. Financial Audit- BG went over some suggested changes that need to be made. The Chief needs to initial and date bank statements, as well the invoices so that it shows that he reviewed them. The President needs to sign the list of invoices to be approved for each month. Grants need be kept in a separate file folder that contains the application, the acceptance letter, a copy of the check and a copy of all invoices related to the grant.
- e. Security Awareness Training- Phishing emails will be sent out. There is a button to report it as a phishing attempt. If you click on the link there will be a brief training video to watch.
- f. EAP- Casey Thompson spoke about a proposed EAP plan for the district. He recommended a plan provided by Ability One. The cost would be \$3100.00 per year. It was decided to table this until the next meeting. KM made a motion to

table it until the next meeting. All were in favor.

- g. Propane tanks for House #2 and House #5. KM made a motion to purchase the one tank at House #2 and the two tanks at House #5 from Hoff Brothers for \$2350.00 each. All were in favor
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- 8. Public Comment- None
 - 9. Next Meeting. The next meeting will be held on September 9th, 2026 at 7:00pm at Zell Firehouse.
 - 10. Final Adjournment- BG made a motion to adjourn the meeting. All were in favor. Meeting was adjourned at 7:43pm.